

All India Institute of Medical Sciences Bathinda (Punjab)

Mandi Dabwali Road,
Bathinda, Punjab-151001





Tender for Procurment of Non-Consumables of Orthodontic Equipment /Instrument for The Department of Dentistry

Ref. No. : AIIMS/BTI/Tender/ 71
Publishing Date : 30 Dec 2022 05:00 pm
Pre-Bid Meeting : 11 Jan 2023 03:00 pm
Bid Submission Start Date : 30 Dec 2022 05:00 pm
Last Date of Bid Submission : 20 Jan 2023 11:00 am
Bid Opening : 21 Jan 2023 11:00 am

Tender documents may be downloaded from institute's web site www.aiimsbathinda.edu.in (for reference only) and CPPP site <https://eprocure.gov.in/eprocure/app>

Email: procurement@aiimsbathinda.in


DR. SHAIENDRA SINGH RANA
Assistant Professor
Dept. of Dentistry
AIIMS Bathinda


DR. (MAJ) TARUN KUMAR SINGH
Assistant Professor
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AIIMS Bathinda

TENDER NOTICE

**Orthodontic Non-Consumables for the Department of
Dentistry at AIIMS, Bathinda,
Mandi Dabwali Road, Bathinda, Punjab-151001**

(A) General terms and conditions of Bid:

1. E-tenders in Two Bids (Technical & Financial) are invited on behalf of the Executive Director, All India Institute of Medical Sciences, Bathinda from interested and eligible manufacturer or their authorized distributors/dealers, Procurement of Non-Consumables of Orthodontic Equipment/Instrument for The Department of Dentistry at AIIMS Bathinda.

2. Bids shall be submitted online only at CPPP website: <https://eprocure.gov.in/eprocure/app>.

3. The complete bidding process is online. Bidders should be possession of valid digital Signature Certificate (DSC) for online submission of bids. Prior to bidding DSC need to be registered on the website mentioned above. For any assistance for e-bidding process, if required, bidder may contact to the helpdesk at 0120-4001 002.

4. Tenderer/Contractor/Bidders are advised to follow the instructions provided in the 'Instructions to the Contractors/Tenderer/Bidders for the e-submission of the bids online through the Central Public Procurement Portal for e Procurement at <https://eprocure.gov.in/eprocure/app>'.

5. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

6. Hard Copy of Bid security declaration tender fee and documents for technical bid etc. must be delivered to AIIMS, Bathinda on or before last date/time of Bid Submission as mentioned above. The financial bid along with Technical bid in hard copy will be summarily rejected.

7. The tender shall be submitted online in two part, viz., technical bid and financial bid. All the pages of bid being submitted must be signed and sequentially numbered by the bidder irrespective of nature of content of the documents before uploading.

The offers submitted by Telegram/Fax/email shall not be considered. No correspondence will be entertained in this matter.

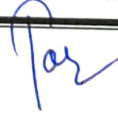
8. Any future clarification and/or corrigendum(s) shall be communicated through <https://eprocure.gov.in/eprocure/app> or through our website: www.aiimsbathinda.edu.in. The bidders are required to regularly check the website to know about any/all such corrigendum(s) as only these bids, taking care of such corrigendum(s) shall be considered for finalization of the tender.

9. Bidder should necessarily enclose a covering letter mentioning a summary of applied document with proper numbering. Secondly, bid should also attach a compliance sheet as per specification mentioning that they are complying to all specification or have any variation.

10. The pre bid conference would be held through video conferencing. Interested firms are requested to share their details through email for video conferencing before the date and time of the conference. All firm's representative who are attending the pre bid meeting, shall produce an authorization letter from their firm on the firm's letter head. They are required to put their query in writing before the committee and submit the same in writing on its letter head. The query may also be submitted through email on procurement@aiimsbathinda.in.

11. All the duly filled/completed pages of the tender should be given serial /page number on each page and signed by the owner of the firm or his Authorized signatory. In case the tenders are signed by the Authorized


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signatory, a copy of the power of attorney/authorization may be enclosed along with tender. A copy of the terms & conditions shall be signed on each page and submitted with the technical bid as token of acceptance of terms & conditions. Tender with unsigned pages/incomplete/partial/part of tender if submitted will be rejected outrightly.

12. Any omission in filling the columns of Financial Bid form (Schedule of Rates) shall debar a tender from being considered. Rates should be filled up carefully by the tenderer. All corrections in this schedule must be duly attested by full signature of the tenderers. The corrections made by using fluid and overwriting will not be accepted and tender would be rejected by full signature of the tenderers. The corrections made by using fluid and overwriting will not be accepted and tender would be rejected.

13. **Bid Security:** - A Bid Security Declaration should be submitted with technical bid in place of Bid Security/EMD as per Office Memorandum No. 9/4/2020-PPD dated 12 Nov 2020 by Ministry of Finance, Government of India.

14. Bidders are not allowed to submit more than one bid for the same/similar tendered item else all his bids shall be cancelled thereby making him disqualified in addition blacklisted for participating in future tenders by AIIMS Bathinda.

15. The successful bidders have to execute a contract on Indian non judicial stamp paper of Rs.100/- (Rupees one hundred only) within twenty-one (21) days from the date of award of this tender in his favour and also required to furnish the **Security Deposit equals to 3% of the contract value** in the form of FD/BG/TD/CD for **60 days extra of the contract period** from any Nationalised/Schedule bank duly pledged in favour of "Executive Director AIIMS Bathinda" & payable at Bathinda only.

16. The needful action will be taken if successful bidder fails to supply the reagents/kits/consumables in stipulated time or fails to comply with any of the terms & conditions of the contract or fail to sign the contract.

17. The bid shall be valid and open for acceptance by the competent authority of AIIMS Bathinda for a period of 180 (one hundred eighty) days from the published date of opening of the tenders and no request for any variation in quoted rates and / withdrawal of tender on any ground by bidders shall be entertained. The unilateral withdraw at any stage will cause action as per Bid Security Declaration in addition to any remedy that the purchaser may have under the law.

18. To assist in the analysis, evaluation and computation of the bids, the Competent Authority, may ask bidders individually for clarification of their bids. The request for Clarification and the response shall be in writing but no change in the price or substance of the bid offered shall be permitted.

19. The competent authority of AIIMS, Bathinda reserves all rights to accept or reject any/ all tender(s) without assigning any reason. It can also impose/relax any administrative term and condition/specifications of the tender enquiry after due discussion in pre-bid conference. This will be communicated and shown over the website of the Institute. No representation will be considered after pre-bid meeting and **bidders may ensure their queries only in pre-bid meeting**. AIIMS, Bathinda also reserves the right to reject any bid which in his opinion is non-responsive or violating any of the conditions/specifications without any liability to any loss whatsoever it may cause to the bidder in the process.

20. The tender must be submitted on the prescribed Tender Form; otherwise, the tender will be cancelled straightway.

21. The tender form is not transferable.

22. Canvassing in any form is strictly prohibited, and the tenderers who are found canvassing are liable to have their tenders rejected outrightly.

23. It is required by all concerned, namely the Bidders/Suppliers, as the case may be, to observe the

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highest standard of ethics during the procurement and execution of this Tender.

24. In case the quality of goods supplied are not in conformity with the standard given in tender and as per the samples supplied, or the supplies are found defective at any stage, these goods shall immediately be taken back by the supplier and will be replaced with the tender quality goods, without any delay. The competent authority reserves all rights to reject the goods if the same are not found in accordance with the required description / specifications and liquidates damages shall be charged in addition to the cost of re- tender.

25. It must be mentioned clearly whether bidder is a manufacturer/sole distributor/ sole agent for the items for which he is quoting.

- a. **Manufacturer** must add a certificate that item(s) is manufactured by them as per range of products.
- b. **Sole Manufacturers** must add a certificate that they are the sole manufacturer of the Item for which they are quoting in this tender enquiry & item is /are their proprietary Item in India. The rate certificate is also required from the sole manufactures that the Rates quoted are the same as they quote to other State/Centre Govt./reputed Private organization and DGS&D rate for the similar item(s) and these are not higher than those quoted by them.
- c. **Authorized agents** must add an authority letter from their Manufacturer/Principals on the letterhead of the manufacturer/principals signed by a competent person and comes in proforma given in attach must duly supported by a notarized affidavit on Indian Non-Judicial Stamp Paper of Rs.100/- (Rupees One Hundred only) that they are quoting Rates on behalf of them. The authorization letter must give/mention the purpose for which it is allowed. The validity period of the authorization letter must be mentioned in the authority letter otherwise tender will be liable to rejection.

26. In case the bidder on whom the supply order has been placed, fails to make supplies within the delivery schedule and the purchaser has to resort risk purchase, the purchaser (AIIMS, Bathinda) may recover from the tender the difference between the cost calculated on the basis of risk purchase price and that calculated on the basis of rates quoted by tenderer. In case of repeated failure in supplying the order goods the supply order may be cancelled and action will be taken as per bid security declaration.

27. The bidders should have furnished a copy of GST registration number, the State / U.T. of registration and the date of such registration. Tenders not complying with this condition will be rejected.

28. **Turnover provisions:** - (i) The tenderers should submit along with the tender, a photo state copy of the last three years Annual Accounts with Audit certificate by Chartered Accountant, Income Tax returns and a copy of current valid income tax clearance certificate (IT CC), otherwise bidder will not be considered for administrative evaluation (in evaluation of Technical bid) and will be declared **disqualified** in technical evaluation.

(ii) In case of bidder falls under Section 44AD/44ADA/44AE of Income Tax shall be required to submit turnover certificate verified by Chartered Accountant with his Registration number issued by Institute of Chartered Accountants of India.

(iii) In case of supplier is an Indian Agent, the firm can submit copies of purchase orders issued in favour of firm (As the payment is made through LC directly to foreign manufacturer and reagents/kits/consumables payment does not exist in the book of account of the supplier) in support to its turnover whatever amount is getting short.

29. **Sample/demonstration:** - In case, the item required prior submission of sample/ performing demonstration, tenderer will have to submit sample/performance demonstration of the reagents/kits/consumables to the competent authority of the institute, the bidder will have to born all the expenses for the same. Non submission of sample/non performing demonstration will **disqualify** the bidder in the technical bidding process and financial bid of the bidder will not be opened.

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30. The tenderer hereby guarantees that the reagents/kits/consumable supplied to the Institute (purchaser) under the Contract shall be of the best quality/latest version and workmanship and new in all respects and shall be strictly in accordance with the specification and particulars contained/ mentioned in the Tender Document. The reagents/kits/consumables at the time of receiving should have minimum 2/3rd shelf life of their original shelf life (expiry). The tenderer will have further guarantees that the said kit/consumable would continue to conform to the description and quality aforesaid for a period till expiry of the consumables as mentioned over the kit/consumables from the date of receiving of the said kit/consumable to the purchaser and notwithstanding the fact that the Purchaser (Inspector) may have inspected and /or approved the said kit/consumables, if during the aforesaid period till their expiry date the said kit/consumables be discovered not to confirm to the description and quality as required as per specification or not giving satisfactory performance or have deteriorated, the decision of the Purchaser in that behalf shall be final and binding on the tenderer and the Purchaser shall be entitled to call upon the tenderer to rectify/replace the reagents/kits/consumables or such portion thereof as is found to be defective by the purchaser within a reasonable period or such specified period as may be allowed by the purchaser in his discretion on an application made thereof by the tenderer and in such an event, the above mentioned expiry period shall apply to the reagents/kits/consumables replaced from the date of replacement thereof. In case of failure of the tenderer to rectify or replace the reagents/kits/consumables, within the specified time, the purchaser shall be entitled to recover the cost with all expenses from the tenderer for such defective reagents/kits/consumables.

31. Full description & specifications, make/brand and name of the manufacturing firm must be clearly mentioned in the tender, failing which, the tender will not be considered. The tenderer must also mention whether the reagents/kits/consumables are imported / indigenous. Descriptive literature / catalogues must be attached with the tender in original, failing which, tender may be disqualified.

32. The supplier will provide reagents/kits/consumables as and when required by the purchaser. Each and every time of requirement, purchase order will be issued and items will be supplied only after issuance of purchase order.

33. **Force Majeure:** Any failure or omission to carryout of the provisions of this supply by the supplier shall not give right for any claim by supplier and purchaser to one against the other, if such failure or omission arise from an act of God which shall include all acts of natural calamities from civil strikes compliance with any statistics and or requisitions of the Government lockout and Strikes, riots, embargoes or from any political or other reasons beyond the suppliers control including war (whether declared or not) civil war or state of incarceration provided that notice of the occurrence of any event by either party to the other shall be within two weeks from the date of occurrence of such an event which could be attributed to force majeure. Any delay due to Force Majeure will not be attributable to the either of the parties.

34. The successful Bidder shall at all times agree to indemnify and keep indemnified the purchaser against all losses, damages which may arise in respect of action/inactions of such Bidder or breach of any term of this tender by such Bidder. All claims regarding indemnity shall survive the termination of the contract with such Bidder.

35. In case the vendor fails to supply the reagents/kits/consumables or fails to provide the agreed replacement of reagents/kits/consumables during the prescribed period, as per the terms of contract [Point no.31 in Part (A)], the purchaser is automatically entitled to procure the required reagents/kits/consumables and hire from the market at the risk and cost of the vendor, such inability of bidder will entail forfeiture the security deposit. The purchaser also reserves the right to terminate the contract on immediate notice, if the vendor fails to comply with this clause for more than one instance.

Liquidated damage/demerge: - The time for the date of delivery/ dispatch stipulated in supply order shall be deemed to be the essence of the contract and if the supplier fails to deliver or dispatch any consignment within the period prescribed for such delivery or dispatch in the supply order, liquidated damages may be deducted from the bill @ 0.5% per week subject to maximum of 10% of the value of the delayed goods or services under the contract. The competent authority of the institute may also cancel the supply at the cost & liability of the supplier. In such a case, bid security of the supplier shall stand forfeited. The supply of reagents/kits/consumables mentioned in purchase/supply order must be in single consignment in adherence to the specification so as to make the uninterrupted service related to the reagents/kits/consumables.

36. **Legal Jurisdiction:** - The Courts at Bathinda alone and no other Court will have the jurisdiction to try the matter, dispute or reference between the parties arising out of this tender/supply Order/contract.

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Applicable Law:

37. The contract shall be governed by the laws and procedures established by Govt. of India, within the framework of applicable legislation and enactment made from time to time concerning such Commercial dealings /processing.


38. Any disputes are subject to exclusive jurisdiction of Competent Court and Forum in Bathinda/Chandigarh, Punjab India only.


39. Except as otherwise provided under this Contract for immediate termination of the Contract, in the event of a disputes which may be arising out of the execution of the tender contract, the matter will be referred to the Deputy Director (Administration). Appeal against the decision of the DDA will lie to the Director, AIIMS Bathinda and his decision shall be final and binding upon both the parties.

I / We hereby accept the terms and Conditions given in the tender

(Signature & Stamp of the bidder)

Note- Please sign each page of document including terms & conditions & tender


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(B) **Financial terms and conditions**

1. Rates are strictly required to be offered/quoted on the prescribed "**Financial Bid format**". Financial bid submitted without prescribed format may not be considered and will be deemed improper subject to the condition that there is a requirement to mention other item which are not mentioned in the said format.
2. Rates quoted should be inclusive of all applicable taxes, packing, forwarding, postage and transportation charges at for AIIMS Bathinda (Site of installation/Use).
3. The supplier has to submit a notarised affidavit on Indian Non Judicial Stamp Paper of Rs.100/- that the bidder has not quoted the price higher than previously supplied to any government Institute/Organisation/reputed Private Organisation or DGS&D rate in recent past. Therefore, if at any stage it has been found that the supplier has quoted lower rates than those quoted in this tender; the Institute (the purchaser) would be given the benefit of lower rates by the Supplier and any excess payment if any, will become immediately payable to the AIIMS, Bathinda. If such affidavit is not submitted, tender will be out rightly rejected. (***Part of technical bid***)
4. If the price of the contracted articles is/ are controlled by the Government, in no circumstances the payment will be higher than the controlled rate.
5. Tender will be regarded as constituting an offer open to acceptance in whole or in part at the discretion of the competent authority of the institute for a period of 180 days (6 months) valid from the date of opening of the tender by the committee.
6. Order shall be issued for tentative annual requirement on actual need basis. Bills in triplicate for the items supplied by the selected firm(s), should be raised for payment. Payment shall be released after it is ensured that the items/quantity and quality of items supplied are to the entire satisfaction of this office and accepted. If any item is found to be defective, or not of the desired quality, the same shall be replaced immediately, for which no extra payment shall be made by AIIMS, Bathinda.
7. The corrections made by using fluid and overwriting will not be accepted and tender would be rejected.
8. **Tender Currencies:** The bidders are required to quote in Indian Rupees only.
9. **GST:** - If a bidder asks for GST to be paid extra, the rate and nature of tax applicable should be shown separately. The GST will be paid as per the rate at which it is liable to be assessed or has actually been assessed provided the transaction of sale is legally liable to GST and is payable as per the terms of the contract.
10. **Payment terms:** - The payment shall be made to the supplier on the satisfactory receipt of the consumables ordered by AIIMS Bathinda through supply order. Advance payment shall not be made under any circumstances. The payment shall be made to the supplier's A/C through NEFT/RTGS mode as per the details provided by the supplier.

NO DEMURRAGE / WHARFAGE CHARGES WILL BE PAYABLE BY THE INSTITUTE UNDER ANY CIRCUMSTANCES. NO ADVANCE PAYMENT WILL BE PAYABLE FOR CUSTOM CLEARANCE/ FREIGHT/INSURANCE ETC

Note: In case of any dispute regarding award of tender, decision of AIIMS Administration would be final.

I / We hereby accept the terms and Conditions given in the tender

(Signature & Stamp of the bidder)

Note- Please sign each page of document including terms & conditions & tender

Signature

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Signature

DR. (MAJ) TARUN KUMAR SINGH
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TECHNICAL BID
(Documents to be attached in the "Technical Bid")

1. Name & Address of the manufacturer and their authorised dealers/ distributors/Agency with phone number, email, name and telephone/mobile	
2. Specify your firm/company is a manufacturer/ authorised dealer/ distributor/ Agency	
3. Whether the signature on each page has been made by the bidder or not.	
4. Name, Address & designation of the authorized person (Sole proprietor/partner /Director)	
5. Have you previously supplied these items to any government/ reputed private organization? If yes, attach the relevant poof.	
6. Please provide a notarised affidavit on Indian Non Judicial stamp paper of Rs. 100/- that you have not quoted the price higher than previously supplied to any government Institute/Organisation/reputed Private Organisation or DGS&D rate in last one year. If you don't fulfil this criteria, your tender will be out rightly rejected.	
7. Please attach copy of last three years of Income Tax Return	
8. Turnover a. Please attach balance sheet (duly certified by Chartered Accountant) for last three (3) years (Attach copy of annual minimum turnover which should not be less than 25 lakh duly certified by the Chartered Accountant) b. The bidder falls under Section 44AD/44ADA/44AE of Income Tax Act shall be required to submit turnover certificate verified by Chartered Accountant with his Registration number issued by Institute of Chartered Accountants of India. c. Indian Agent can submit its copy of POs of LC cases, in support of its amount getting short in required turnover. d. Start-ups may submit its Start-up Registration for consideration (Relaxation in turnover can be considered as the case may be, subject to fulfilment of other conditions. However, it will not mandatory)	
9. PAN No. (Please attach copy)	
10. GST Registration Number. (Please attach copy)	
11. Acceptance of terms & conditions attached (Yes/No). Please sign each page of terms and conditions as token of acceptance and submit as part of tender document with technical bid. Otherwise your tender will be rejected.	
12. Power of Attorney/authorization for signing the bid documents (Not required in case of sole-proprietorship.)	
13. Please submit a notarized affidavit on Indian Non judicial stamp paper of Rs. 100/- that no case is pending with the police against the Proprietor/firm/partner or the Company (Agency). Indicate any convictions in the past against the Company/firm/partner.	
14. Please declare that proprietor/firm/company has never been black listed/debarred by any organization. An oath certificate to this effect may be enclosed on Rs.100 notarized stamp paper.	
15. Please submit two performance certificate from your two different customers to whom you have supplied such type of consumables in previous 3 years	
16. Bid Security Declaration	
17. Tender fee Rs. 1180/- should be deposited in the account of Executive Director, AIIMS Bathinda online through NEFT/RTGS. The details of account are as under: - Account No.: 40205094104 Name of Account: Executive Director, AIIMS Bathinda Name of Bank & Branch: SBI, Milk Plant Branch IFSC Code: SBIN0050872 The copy of UTR should be uploaded with technical bid, No Tender fee will be accepted offline. Incomplete tender in any respect shall be rejected.	

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Undertaking

1. I/We have read and understood the contents of the Tender and agree to abide by the terms and conditions of this Tender.
2. I/We shall supply the items of requisite quality and quantity at given rate in timely manner.
3. I/We also confirm that in the event of my/our tender being accepted, I/we hereby undertake to furnish within 15 days, Bank Guarantee/ Performance Security after the issue of Purchase Order, as applicable, in the format to be provided by AIIMS Bathinda in addition to execution of a contract as pre-condition for obtaining the supply orders.
4. I/We further undertake that none of the Proprietor/Partners/Directors of the firm was or is Proprietor or Partner or Director of any firm with whom the Government have banned /suspended business dealings. I/We further undertake to report to the AIIMS Bathinda immediately after we are informed but, in any case, not later 15 days, if any firm in which Proprietor/Partners/Directors are Proprietor or Partner or Director of such a firm which is banned/suspended in future during the currency of the Contract with you.
5. I/We undertake that the information given in this tender are true and correct in all respect and I/We hold the responsibility for the same.

(Signature of the Bidder)

Name:

Designation with Seal of the Firm:

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MANUFACTURER's / PRINCIPAL's AUTHORIZATION FORM

(Clause 11 (c) of other terms and conditions of the tender)

To

The Administrative Officer,
All India Institute of Medical Sciences
Bathinda

Dear Sir,

TENDER:_____.

We, _____, who are established and reputable manufacturers of _____, having factories at _____ and _____, hereby authorize Messrs. _____ (name and address of agents) to bid, negotiate and conclude the contract with you against Tender No. _____ for the above goods manufactured by us.

We hereby extend our full guarantee and warranty as per the conditions of tender contract for the goods offered for supply against this tender by the above firm.

The authorization is valid up to _____

Yours faithfully,

(Name) For and on behalf of Messrs. _____
(Name of manufacturers)/Principal.



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FORMAT OF BID SECURITY DECLARATION
(On Bidders Letter head)

I / We, the authorized signatory of M/s....., participating in the subject tender No. for the item / job of, do hereby declare:

(i) That I / we have availed the benefit of waiver of EMD while submitting our offer against the subject Tender and no EMD being deposited for the said tender.

(ii) That in the event we withdraw / modify our bid during the period of validity Or I/we fail to execute formal contract agreement within the given timeline OR I/we fail to submit a Performance Security within the given timeline Or I/we commit any breach of Tender Conditions / Contract which attracts penal action of forfeiture of EMD and I/we will be suspended from being eligible for bidding / award of all future contract(s) of All India Institute of Medical Sciences, Bathinda for a period of one year from the date of committing such breach.

Signature and Seal of Authorised Signatory of bidder

Name of Authorized Signatory

Company Name

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BANK GUARANTEE FORM FOR PERFORMANCE SECURITY/ CMC
SECURITY

To

Executive Director

All India Institute of Medical Sciences
Bathinda,
Mandi Dabwali Road,
Bathinda (Punjab)-249201

WHEREAS _____ (Name and address of the supplier) (Hereinafter called "the supplier") has undertaken, in pursuance of contract no _____ dated _____ to supply (description of goods and services) (herein after called "the contract"). AND WHEREAS it has been stipulated by you in the said contract that the supplier shall furnish you with a bank guarantee by a scheduled commercial bank recognised by you for the sum specified therein as security for compliance with its obligations in accordance with the contract; AND WHEREAS we have agreed to give the supplier such a irrevocable bank guarantee;

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you unconditionally, on behalf of the supplier, up to a total of _____ (Amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of you to first demanding the said amount of guarantee from the supplier before raising the demand with us. You may directly raise the demand with us, without asking the supplier for the same.

We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the contract documents which may be made between you and the supplier shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.


This guarantee will not be changed due to change in the constitution of the bank or the supplier.

This guarantee shall be valid up to 26 months from the date of award of contract.

.....
(Signature with date of the authorized officer of the Bank)

.....
Name and designation of the officer

.....
Seal, name & address of the Bank and address of the Branch


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Instruction for Online Bid Submission

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

REGISTRATION

- Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link "Online bidder Enrollment" on the CPP Portal which is free of charge.
- As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

SEARCHING FOR TENDER DOCUMENTS

- There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / email in case there is any corrigendum issued to the tender document.
- The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS

- Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid.


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- Please note the Number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG Tender No.: formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

SUBMISSION OF BIDS

- Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- Bidder has to select the payment option as "offline" to pay the tender fee / EMD as applicable and enter details of the instrument.
- Bidder should prepare the Bid Security Declaration as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BOQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.
- The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- The documents being submitted by the bidders would be encrypted using PKI encryption all techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key
- Further this key is subjected to asymmetric encryption using buyers/bid opener's public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
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- On the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid Tender No. :
.....
summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS

- Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk number 0120-4200462, 0120- 4001002

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Orthodontic Instruments Requirement for 2 years

Sr. No.	Item Name	Item description	Quantity required	Preferred brand names
1.	Torquing Plier Male	Used for Giving Torque in the wires. For wires up to Max 0.55 x .064mm. Should be Autoclavable.	01	All can apply
2.	Torquing Plier Female	Used for Giving Torque in the wires. For wires up to Max 0.55 x .064mm. Should be Autoclavable.	01	All can apply
3.	Special bracket debonding plier 45 degree angled	Bracket debonding plier 45 degree angled – hard metal inserts. Sharpening should be possible by manufacturer. Should be Autoclavable.	01	All can apply
4.	Band Removing Plier	Metal tip. Should be Autoclavable.	02	All can apply
5.	Johnson Contouring Plier	Shave curvature of beaks only on one side. Should be Autoclavable	01	All can apply
6.	Separating Plier	Should have sufficient flexibility. Should be Autoclavable	01	All can apply
7.	Half Round Plier	Should be for forming loops in hard clasp wires or labial arch wires up to .032" Wires. Should be Autoclavable.	01	All can apply
8.	Howe's plier-straight	Straight Shape, Style Howe-slender working tips. Should be Autoclavable.	01	All can apply
9.	Howe's plier-offset	Offset Shape, Style Howe-should have curved tips conforming to the anatomy of the teeth. Should be Autoclavable.	01	All can apply
10.	Bird Beak Style Plier	Should have Serrations to bend wire. Should be Autoclavable.	01	All can apply
11.	Arch Forming and Contouring Plier with Grooves	Should have guiding grooves for forming round and square arches for 0.016,0.018,0.022 inches. Should be Autoclavable.	01	All can apply
12.	Hard wire cutter	Side cutter- should smoothly cut wires upto 1mm. Should be Autoclavable.	01	All can apply
13.	Face bow plier	Face bow bending and cutting plier - should be useful for wire	01	All can apply

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		upto 1.5 - 2.0 mm. Should be Autoclavable.		
14.	Distal end cutter	Micro Distal end Cutter with safety Hold and Inserted Tips and Long Handle should have handle length 14-16 cm. Should be Autoclavable.	05	All can apply
15.	Rectangular Arch Forming Plier/ Ribbon arch plier	Should have parallel grip to prevent crushing of wire. Should be used for wires upto 0.022x0.028. Should be Autoclavable	01	All can apply
16.	Loop forming plier -Nance	Nance Style - for bending of stop loops. Should be Autoclavable.	01	All can apply
17.	Three prong plier	Adherer Three Jaw Plier - should have three beaks which should withstand wire 1 - 1.5 mm. Should be Autoclavable.	01	All can apply
18.	Weingart plier	Utility Plier Weingart Style-should have accurately closing serrated tips. Should be Autoclavable	05	All can apply
19.	Hook Crimping plier	should have proper slot for crimping of crimpable hooks. Should be Autoclavable	01	All can apply
20.	Bracket Tweezer for Posterior	Should be for placement of bracket. Should be Autoclavable.	02	All can apply
21.	Bracket Tweezer for Anterior	Should be for placement of bracket. Should be Autoclavable.	02	All can apply
22.	Curved Scissors for Band & Crown	For cutting thin metal bands. Should be Autoclavable.	01	All can apply
23.	Mathieu needle holder	With serrated tip. It should have the locking mechanism. Should be Autoclavable.	03	All can apply
24.	Mosquito forceps Straight	Without hook. Should be Autoclavable	03	All can apply
25.	Mershon Band Adapter	Should have finely serrated point. Used for effective control while pushing, burnishing or seating bands. Should be Autoclavable	02	All can apply
26.	Light Wire Cutter- angled	Should be with Tungsten Carbide Tips. For Ligature wires. Should be Autoclavable	05	All can apply
27.	Scaler and band	Sharp scaling tip at one end and	02	All can apply

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	positioner- double ended instrument	serrated band seater at other end. Should be Autoclavable.		
28.	Bracket positioning gauge 0.022 slot	Stainless steel Universal Bracket Altimeter - with provision to position brackets at 3.5 - 5 mm distance.	01	All can apply
29.	Ligature tucker	Ligature tucking instrument - double ended for adjusting and tucking steel ligatures. Should be Autoclavable.	05	All can apply
30.	Standard arch turret without torque	With at least five sitting grooves for 0.016 to 0.022" wire.	01	All can apply
31.	Standard arch turret with torque	with at least five sitting grooves for 0.016 to 0.016" wire. For Forming rectangular arch wires with torque adjustments: Degrees 0, 10, 16, 23.	01	All can apply
32.	Dontrix Gauge	For measuring intra-oral tensile and compressive forces with fork design at one end and hook on other end.	01	All can apply
33.	Base forming unit	Orthodontic Base Unit. Used for Fixing three dimensionally oriented models. The uniform height 6cm of the orthodontic models is determined by the base unit which is easy to use.	01	All can apply
34.	Split Post Fixator	Designed for Precise model positioning and holding. Special concial arms allow for the removal and replacement of models.	01	All can apply
35.	Korkhaus gauge	Three Dimensional Bow Divider (Korkhaus) – to measure all three dimensions of displaced tooth.	01	All can apply
36.	Vernier calliper	Dental Vernier instrument (Munchner design). Should be suitable both for intra and extra oral use. Should be capable for measuring up to 0.5mm fraction	01	All can apply
37.	Cephalomteric Tracing Kit	Should have a protractor ruler and pencils.	01	All can apply
38.	Symgrid	Symmetric measurement grid with arch form templates.	01	All can apply
39.	Orthodontic	Precise tool for tooth	01	All can apply

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	interproximal reduction kit	slenderizing including a contra-angled handpiece and autoclavable abrasive strips (15,25,40,60,90HD)		
40.	Omega (Tweed) loop forming plier	Loop forming pliers with .055", .075", and .090" (1.4mm, 1.9mm, and 2.3mm) diameters for creating bull and helical loops on wires up to .022" x .025" (.56 mm x .64 mm).	01	All can apply
41.	Orthodontic impression trays- steel and plastic	Autoclavable upper and lower with deep vertical walls impression trays of 4 sizes.	02	All can apply
42.	Airtight alginate /stone container	For storage of alginate , should be airtight to prevent air/water contamination.	02	All can apply
43.	Nola Dry field system	Retractor and suction tube assembly to eliminate saliva and fully expose both arches making it ideal for all bonding applications. Entire system is completely autoclavable. Two sizes- adult and paediatric.	01	All can apply
44.	Orthodontic photo metallic reflector – biplane: Occlusal and lateral	Highly reflective antifog double sided Biplane Mirrors , ideal for palatal and lateral intra oral Photography.	01	All can apply
45.	Pressure moulding machine	Should be able to produce high quality orthodontic appliances, temporaries, positioners, model duplication, custom impression trays, mouth guards, fluoride trays etc. (b) Its functions should be electronically controlled, checked and indicated on display. (c) Heating and cooling times should be individually programmed according to each type of procedure. (d) It should be an energy saving device with having built into heating element. (e) It should have LCD clock for control of all heating times. (f) It should have Air button controls for quick depressurization.	01	All can apply

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		<p>(g) It should have thermostatic heating infrared technology.</p> <p>(h) It should reach working temperature within 01 sec.</p> <p><i>Technical features:</i></p> <p>(i) voltage – (115 - 230) V</p> <p>(ii) Frequency – (50 - 600) Hz</p> <p>(iii) Weight – Max 25 kg</p> <p>(iv) Power – (250 – 500) watt</p> <p>(v) Working pressure – (1-6) bar</p> <p>Dimension(W x D x H) – (15 – 20)''x (8 – 10)''x (10 -12)''</p>		
46.	Band seater	A hardened, cobalt-based alloy tip embedded in a molded handle which serves as a bite stick.	02	All can apply
47.	Band inventory dispensing system- two drawer set	For storage and dispensing of bands size-wise for upper and lower bands.	02	All can apply
48.	Spot welder	LED base five different welding temperature settings. Both welding and soldering operation in one unit. All switches on front panel for easy operation. Perfectly matching electrodes in 4 different shapes.	01	All can apply
49.	Implant driver set	Implant driver- regular head, bracket head, contra-angled handpiece.	01	All can apply
50.	V bend forming Plier	Special design makes 1mm "V" bends to shorten arch wires or provide a positive stop Excellent for placing stops in nickel-titanium wires Stainless steel,(Imported /ortho organisers/similar)	01	All can apply
51.	Universal Plier	Plier with round and square beak used for removable appliance, Stainless steel, Imported	02	All can apply
52.	Adams Plier	With two smooth, rectangular beaks. Tungsten carbide coated working faces that can be replaced in the factory.	01	All can apply

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		Length: 12.0 cm		
53.	Metal Typodont	Orthodontic typodont articulator for orthodontic training	01	All can apply
54.	Typodont wax bases- Class I,II and III	Pre-formed wax arches to fit in typodont for orthodontic training	03	All can apply
55.	Typodont metal teeth set	Metal teeth to fix in typodont for orthodontic training	01	All can apply
56.	Correx gauge	Correx Tension-Compression Gauge-Swiss made gauges measures in both directions clockwise and counter clockwise.Maximum reading pointer eliminates reading errors (Range 200-2000)	01	All can apply
57.	Education model	Orthodontic education model with brackets metal and ceramic	01	All can apply

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