

**FACULTY OF DENTISTRY**  
**Jamia Millia Islamia**  
**(A Central University)**  
**New Delhi - 110 025**  
Website: [www.jmi.ac.in](http://www.jmi.ac.in)

**E-TENDER FOR FOR AMC/CMC/EACH TIME REPAIR CONTRACT OF DENTAL  
RADIOLOGY & MEDICAL EQUIPMENT etc.**

No.NIT-23 /CMC/FOD/JMI/2018-19-I

Date:- 10/01/2019

On behalf of the Vice-Chancellor, Jamia Millia Islamia (JMI), New Delhi, India, online bids (Two-Bids System) are invited from reputed companies/firms for the AMC/CMC/Each Time Repair of Oral Radiology & Medical Equipment etc. for Faculty of Dentistry, Jamia Millia Islamia, New Delhi 110025. The AMC will be awarded for the period of Two years & may be extended for another year, depending upon the performance. Bid documents with other terms & conditions can be downloaded from Website: <https://eprocure.gov.in> and be uploaded along with notified EMD as per following:

<b>EMD (Refundable)</b>	<b>Last Date &amp; Time for online submission of bids</b>	<b>Venue for submission of EMD</b>	<b>Estimated cost in Rupees</b>	<b>Date/Time for opening of Technical Bid</b>
Rs.10,000/-	30/01/2019 by 1.00 p.m.	Purchase & Inventory Control Office, Jamia Millia Islamia, New Delhi	Rs.5.00 lakhs	31.01.2019 at 3.00 p.m.

Tender is required to be uploaded in **Two bids** viz. 'Technical Bid' and 'Financial Bid' separately. Each and every page of the quotation is to be serially numbered and duly signed by authorized bidder/signatory. The rates should be written both in words and figures, free from erasing and over writing and error in typing/writing. Any erasing/error/ correction must be attested by the bidder otherwise the rates in r/o that particular item shall not be considered. Terms and conditions of the contract is enclosed as **Annexure - 'A'** and format of undertaking is enclosed as **Annexure - 'B'**. List of equipments is enclosed as **Annexure - 'C'**, Affidavit of criminal liability is enclosed as **Annexure- 'D'** and Details of the Service provider / Contractor is enclosed as **Annexure – 'E'**.

The Vice-Chancellor, Jamia Millia Islamia, JMI reserves the right to reject any tender or all without assigning any reason thereof.

Only technical bid (un-priced) shall be opened first and shall be referred for technical evaluation. The financial bids of only those technical bids which are found acceptable by the Technical Evaluation Committee will be considered for opening of Financial bids. The award of contract shall be considered to the lowest bidders fulfilling the conditions.

**A) Technical bid:-** Technical assessment will be evaluated on the basis of;

1. EMD in the form of D.D./ Bankers Cheque only.
2. The firm must have 2 years experience of maintaining medical equipment & dental radiology equipment, machineries, etc. of Dental College/Dental Hospital/Medical College/Hospital.
3. Experience certificates in token of proof of two years experience in maintenance of medical equipments/instruments & dental radiology equipment in dental/medical colleges/dental department in hospital preferably Govt. sectors. With each certificate, the certified copy of the Work Order along with list of equipments maintained with model, if available, must be enclosed.
4. Undertaking for providing AMC/CMC/Each Time Repair for minimum 2 (two) years as per Proforma given in **Annexure B**.
5. Authority letter from manufacturer/ authorized service provider certificate in case bid is submitted by authorized agent.

**B) Financial Bid:-** It should comprise the following:-

The information given in technical bid should be reproduced with prices against quoted equipments. Any deviation in this regard will render the bid liable for rejection. The prices should be quoted on lump sum basis over and above with GST. All the rates shall remain firm for a period of 2 (two) years. **The rates of major spare parts in case of AMC/ETR should also be quoted.**

The Registrar

Note: All the bidders may kindly note that all future corrigendum/amendments will be published on JMI website and CPPP website only and no separate newspaper shall be released for the same. All the prospective bidders are therefore requested to visit the website regularly for any such changes/update.

### TERMS AND CONDITIONS:

1. All types of Spares and accessories should be available with the vender for quoted equipments.
2. Firm must have proper workshop to cater to repair of equipments/instruments.
3. Earnest Money of Rs.5,000/- only is to be deposited along with the tender either through Banker's cheque or D.D payable in favour of "Registrar, Jamia Millia Islamia" in PICO. The EMD deposited with earlier tenders will not be adjusted against this tender. Tenders without EMD will not be entertained. EMD of only unsuccessful bidders will be refunded without interest, after finalization of the tender.
4. The bid shall be valid for a period 60 days whereas the rates quoted shall be valid for 2 (two) Years from the date of award of work.
5. Repair should be conducted as per standard accepted guidelines for equipment or repair.
6. AMC holder is free to take precautionary measures for assigned equipment in order to maintain the integrity of components of equipment.
7. Rates should be quoted for each item separately and it should not be for all the equipments as a whole on grouping basis; as AMC/CMC/Each Time Repair of all equipments (as applicable) shall be decided on stand-alone/singularity basis.
8. The tenderer is required to submit an undertaking as per the Performa enclosed on a stamp paper of Rs.100/- along with contract.
9. Tax rate should be mentioned along with rates separately
10. The bidder shall have to provide **four** Regular preventive maintenance services in a year, besides attending any number of calls as and when required. AMC holder should also calibrate equipment free of cost at regular intervals.
11. Each and every complaint/call will be attended within one week, failing which next successful bidder(s) and/or other outside firms/companies can be approached to repair the machines/equipments at the risk and cost of the firm to which the AMC/CMC/Each Time Repair has been originally awarded. In case any equipment witnesses break-down for more than 05 working days for want of visit and/or non submission of estimate, a penalty of 2% of the total cost of the AMC/CMC//Each Time Repair of the equipment per week may be levied till it is repaired and final acceptance certificate is issued by the department concerned with the exception in condition of Force Majeure.
12. Repair should be done in the Faculty of Dentistry, JMI premises, as far as possible. If it is necessary to take equipments to the workshop, proper written permission or gate pass should be obtained from Competent Authority. The equipment/instrument shall be returned under all cases within a week of its removal from the Faculty of Dentistry premises, otherwise it is the responsibility of the bidder/ firm to provide an alternative arrangement at their cost.
13. Firm's Representative/Engineer shall be required to specify which spare parts need to be changed/replaced on the service report before leaving the Faculty of Dentistry premises. Agency is bound to submit estimate of spares which need to be changed within 48 hour of inspection in the Faculty of Dentistry.
14. Payment will be made on quarterly basis, after submission of bills in triplicate along with satisfactory service report in triplicate duly verified by the HOD or I/C of user unit. The respective manufacturing companies invoice with details to confirm the genuineness of spares and price should be submitted along with the bills.
15. Annual Maintenance Contract/ Each time repair contract would be continued subject to the satisfaction of the Dean of the Faculty of Dentistry, JMI and may be terminated at any time without assigning any reason.

16. It may also be noted that there should be no negligence in providing services of any type, if any, complaint is received the contract will be terminated with immediate effect.
17. In case the performance of L1 service provider / contractor is not found satisfactory or contrary to the terms and conditions, the contract shall be terminated and the next lowest service provider/ contractor can be considered for awarding the contract.
18. The spare parts required as replacement, if any, during the course of repair/maintenance, will be arranged by the tenderer himself. All the old parts should be returned/deposited in the concerned Department after the replacement of new parts.
19. In case, the contractor notices any part of the equipment missing, the same shall be brought to the notice of the officer In-Charge and HOD, otherwise responsibility for the same will be fixed on the AMC/Each Time Repair holder/contractor.
20. Firm has to provide warranty/guaranty on replaced spare for 6 (six) months at least.
20. Photocopy of Service Tax No and PAN No. should be enclosed with the tender.
21. Tender forms are not transferable and subletting of CMC/AMC//Each Time Repair is not allowed.
22. The quotation should be unconditional.
23. Any act on the part of the contractor to influence anybody in the Faculty of Dentistry, JMI shall make his tender liable for rejection.
24. In the event of any breach/violation of conditions of the contract, security money is liable to be forfeited.
25. The interested bidders may inspect the equipments/instruments being put to the tender for the maintenance from 10.00 AM to 4.00 PM on any working week day to satisfy themselves about the condition thereof. Submission of the tender in itself would be a presumption that the equipments/instruments were inspected and the bidders have understood and accepted all the terms and conditions.
26. **Security deposit by the successful bidder will have to be deposited in the form of Demand Draft/Banker's Cheque for the amount decided at the rate of 5% per year of value of the contract amount in the favor of Dean, Faculty of Dentistry, JMI, payable at New Delhi.**
27. **If any Tenderer fails to fulfill the above terms or violate any above terms his tender will be rejected summarily without assigning any reason or justifications.**
28. The quantity mentioned against each items in Annexure 'C' is provisional and liable to change. However the exact quantity will be intimated at the time of award of contract
29. AMC/CMC/Each Time Repair Contract will be valid initially for **two years** from date of award which can be extended with mutual consent after approval of the Competent Authority.
30. Company/Service Provider should submit a letter mentioning the person deputed/ representative is authorized on behalf of Company/Service Provider stating the name of person, address and designation by competent authority.
31. Lowest rates certificate should be submitted by the firm in respect of AMC/Each Time Repair as well as spare parts rates.

**Format of undertaking to be submitted along with tender for AMC/CMC/Each time Repair for Dental Radiology & Medical Equipments / Instruments.**

TO BE SUBMITTED ON A STAMP PAPER OF RS.100/- :

**UNDERTAKING :**

1. I, the undersigned certify that I have gone through the terms and conditions mentioned in the tender document and undertake to comply with them.
2. The rates quoted by me are valid and binding upon me for the entire period of contract.
3. I undertake that each and every complaint /call will be attended to within 5 working days, failing which other successful bidders firms / companies will be approached to repair the machines/ equipments and expenses will be borne by our company at same time a penalty of 2% of the total cost of the AMC/CMC/Each Time Repair, etc., of the equipment per day for the period in the event of equipment remaining out of order be levied on us.
4. I, the undersigned hereby bind myself for CMC/AMC/Each Time Repair, etc., of equipments, Machineries & Dental Chairs as per list enclosed to Dean, Faculty of Dentistry, Jamia Millia Islamia, New Delhi - 25 during the period of contract.
5. The earnest money of Rs. \_\_\_\_\_ deposited vide Banker Cheque/Demand Draft No. \_\_\_\_\_ Dt. \_\_\_\_\_ is attached herewith.
6. If needless delay occurs on the part of making equipment functional, the Faculty of Dentistry shall stand authorized to get the necessary repair done from other sources and deduct the amount incurred on such repair from our bills dues.
7. The conditions herein contained shall form part of and shall be taken included in the agreement itself.
8. The decision of the Dean, Faculty of Dentistry, JMI will be final and binding upon me.
9. That the spares supplied by me would be compatible with equipment and according to specifications provided by the manufacturer company with best quality.
10. That if spares supplied by me are found to be of defective or beyond repair the same shall be replaced by me at my own cost.
11. That I shall maintain the equipments and ensure timely visits to avoid any hardships.
12. That I shall depute two skilled persons at the Faculty of Dentistry, JMI from 8.30 A.M. to 4.00 P.M. Their attendance register will be maintained in the office of the Dean, FOD, JMI.
13. That the deployed employees will attend to the maintenance work on receiving the complaint. They will visit the equipment under AMC/CMC of each department of the FOD once in a month as a preventive measure.

Signature of Bidder

Name:

Address:

Contact No.

**ANNEXURE C**

**FORMAT**

**PRICE BID SCHEDULE**

1. Tender No :
2. Name of Supplier:

<b>S.No.</b>	<b>Item Name</b>	<b>Model</b>	<b>Manufacturer</b>	<b>Quantity</b>	<b>AMC per Unit (in Rupees)</b>	<b>CMC per unit (in Rupees)</b>	<b>Each Time Repair (ETR) per unit in Rupees</b>
1.							
2.							
3.							
4.							
5.							

**AFFIDAVIT ON CRIMINAL LIABILITY**

**CRIMINAL LIABILITY UNDERTAKING ON RS. 10/- STAMP PAPER**

I .....S/o Mr. .... Resident of  
(Address).....

do solemnly pledge and affirm:-

1. That I am the proprietor/Partner/Director of the  
M/s.....
2. That no case of any nature i.e. CBI, Criminal/Income Tax/ Sales Tax/  
Blacklisting is pending against the firm at the time of submission of  
Tender.

**Signature of the Tenderer**

**Rubber Stamp of Tenderer**

**Mobile No.....**

**PAN No.....**

**E-mail .....**

### **DETAILS OF THE SERVICE PROVIDER / CONTRACTOR**

---

1. Name of proprietor / Authorised Signatory :
2. Name of the Participating Firm / Company :
3. Postal Address :
4. Telephone/Mobile No. :
5. Fax Number :
6. Email :
7. Tin No. /GST :
8. Firm Registration No. :  
(if any)
9. NSIC Registration No. If any :
10. PAN No. :  
(Attach photocopy)
11. Minimum experience in the trade :  
  
List of references of the Organizations / hospitals  
Where the AMC/CMC/Contract has been executed
12. Name of the Directors/Partners/  
Proprietor of the Firm/Company
13. Bank Account details for RTGS  
payment
  - a) Beneficiary Name :
  - b) Bank name & Branch Address :
  - c) Account Number :
  - d) IFSC :

**(Signature with Seal)**



### **SEQUENCE OF DOCUMENTS TO BE UPLOADED**

#### **Technical Bids and Financial bids are to be uploaded separately.**

1. Forwarding letter duly signed by the Authorized person.
2. Balance sheet with auditor's report for the years 2015-16, 2016-17 & 2017-18.
3. GST Number
4. Proof of the authorized agent/distributors/supplier.
5. Sole Proprietary/sole manufacturer certificate for proprietary item.
6. Name and address of registered office, Head Office and Regional office of the company with name and phone numbers of key persons.
7. Format of Schedule of Requirements at Annexure-A
8. Undertaking at Annexure-B
9. Financial Bid at Annexure-C
10. Affidavit at Annexure-D
11. Details of the firm at Annexure-E
12. Each document shall be duly signed and stamped by the vendor.

**FACULTY OF DENTISTRY, JMI**

**LIST OF MEDICAL EQUIPMENTS FOR EACH TIME REPAIR(ETR)/AMC**

S.NO.	Name of Item	Qty	Model No./Serial No.	Manufacturer	Date of Purchase
1	Automatic Slide staining machine	1	YSI 101/10LO362		7/12/2011
2	Binocular Microscopes	2	MOTIC B1220		21/04/2008
3	Binocular Microscopes	10	EM REDICAL		6/2/2009
4	Binocular Microscopes	40	MOTIC2820		20/12/2010
5	Binocular Microscopes	20	MICRO LUX	SCIENTIFIC	19/05/2014
6	Incubator	1	Ferrotekequipment		27/05/2009
7	Incubator	3			18/02/2011
8	monocular microscope	2	MICRO LUX		22/11/2010
9	monocular microscope	10	RM REDICAL		6/2/2009
10	monocular microscope	10	RM REDICAL		27/04/2009
11	monocular microscope	25	STUDENT TYPE		8/5/2009
12	monocular microscope	25	AJ-61	SCIENTIFIC	22/11/2010
13	monocular microscope	40	OLYMPUS	GB	8/12/2010
14	monocular microscope	20			13/05/09
15	Slide Warmer	1	MAC TFB/277 1211/7712		14/01/2012
16	Tissue Embedding work station	1	YSI 122/091040	Yorco	7/12/2011
17	Tissue floating bath	1	MAC TFB/277 1211/7712		14/01/2012
18	Wax Bath 1 ltr	1		Yorco	18/11/2010
19	Tissue Processing Unit	1	YSI-101/10LO362		7/12/2011
					<b>TOTAL</b>

Note : The rates of both i.e. ETR/AMC should be quoted for each item in the financial bids.

*Sanjay Singh*

*Ng*

**FACULTY OF DENTISTRY,  
LIST OF RADIOLOGY EQUIPMENT FOR AMC/CMC/EACH TIME REPAIR(ETR)**

S. NO.	ITEM NAME	QTY	MODEL NO.	MANUFACTURER	Year of Purchase
1	AUTOMATIC PERIOPICAL X-RAY DEVELOPER	1	Durr Dental Periomat plus V009772	Intraoral radiograph automatic processor	7/6/2007
2	AUTOMATIC PANOROMIC WITH CEPHOLOMETRIC X-RAY DEVELOPER	1	Durr Dental Periomat plus	Intraoral Xray Film Processor	7/6/2007
3	INTRA ORAL X-RAY MACHINE	1			31/04/2012
4	INTRA ORAL X-RAY MACHINE	1			9/1/2012
5	INTRA ORAL X-RAY MACHINE	1			31/03/2012
6	INTRA ORAL X-RAY MACHINE	1			1/9/2017
7	DEGITAL PANAROMIC CEPHOLOMETRIC SYSTEM(OPG)	1	8000C	Kodak Trpohy S.No. OPG XCA A533 Ceph Unit-XCD C056	12/5/2009
8	PRINTER FOR DIGITAL CEPHOLOMETRIC X-RAY UNIT	1	Dry pix -400, S.no. 06632932	Fujifilm	29/12/2011
9	RVG 5100	2			11/1/2012
10	AUTOMATIC X-RAY DEVELOPER	1		UNICORN	9/1/2012
11	X-RAY FILM DRIER	1	Item Code 4D0238010044	X-ray film drying cabinet	31/03/2014

Note : The rates for CMC/AMC/ETR should be quoted for each item in the financial bids.

*Sarjan Singh*

*15/12/14*