



लोकप्रिय गोपीनाथ बरदलै क्षेत्रीय मानसिक स्वास्थ्य संस्थान

तेजपुर: असम: पिन: 784001

LGB REGIONAL INSTITUTE OF MENTAL HEALTH

(An Autonomous body under Ministry of Health and Family Welfare, Govt. of India)

Website: www.lgbrimh.gov.in, e - Mail: mail@lgbrimh.gov.in

Post Box No. 15:: FAX No. (03712) 233623

TEZPUR:: 784001 :: ASSAM

No. LGB/NAZ/4002/19/ 2388

Dated- 25<sup>th</sup> April 2022

**REQUOTATION CALLING NOTICE**

Sealed rate quotation are hereby invited from AERB authorized firm/organization/agency etc. for **Quality Assurance (QA) test** of following Radiological Equipments to LGBRIMH, Tezpur.

SI No	Details of Equipment	Department	Qty
1	QA Test of Computed Tomography Machine	Radiodiagnosis	01
2	QA Test of Fixed X-Ray Machine	Radiodiagnosis	01
3	QA Test of Mobile X-Ray Machine	Radiodiagnosis	01

Sealed Quotations for QA Test of above Equipments should be submitted in two sealed envelopes duly super scribed as:

“Technical Quotation for QA Test

“Financial Quotation for QA Test

Both the quotations should be submitted in the separate sealed envelope super scribed as Quality Assurance Test of Radiological Equipments. Bidder can submit query, if any at lgbetender@gmail.com within 7 days from the date of issue of the quotation notice. No quotations would be accepted by e-mail and only hard copies will be considered. The quotations may be submitted to the Office of the LGBRIMH, Tezpur within 15 days from the date of issue of notification addressed to the Director, LGBRIMH, Tezpur, Sonitpur, Assam 784001. The rate should be quoted both in figure and words. Any corrections made should be authenticated. Use of whitener is strictly unacceptable.

Sd/-  
Director  
LGBRIMH, Tezpur



**A. Technical Quotation**

The following documents have to be provided along with the technical Quotation:

- i. Provide Profile of Firm/Company/ organization as per annexure-I
- ii. EMD of Rs. 1000.00 in the form of DD/FDR/BG in favor of Director, LGBRIMH, Tezpur payable at Tezpur, Sonitpur, Assam or proof of EMD exemption should be submitted.
- iii. Annual turnover of the bidder for the last 3 Years from Chartered Accountants should be submitted.
- iv. Names & addresses (at least three) in Govt/ Semi-govt./Autonomous institution along with the telephone numbers of the contact persons of the clients to whom similar Quality assurance test provided by your firm/organization etc. Documentary evidence shall produce from such institution.
- v. Recent non-conviction/ non-blacklisting certificate *on non-judicial stamp paper of worth Rs. 100.00 – duly attested by Notary Public* (As per annexure II) should be submitted.
- vi. Updated Income Tax return documents for the financial year 2020-21 should be submitted.
- vii. PAN Card and GST registration certificate should be submitted.
- viii. Valid Trade License or Incorporation certificate should be submitted.
- ix. Duly filled Undertaking as per Annexure III

**B. General Terms & Conditions:**

- i. Technical and Financial Quotation should be submitted on company letter head and should be submitted duly signed by the authorized person.
- ii. The payment for quality assurance of these equipments will be released after satisfactory completion of the work and production of original completion certificate from concerned Head of the Department.
- iii. This contract shall be valid for a period of initially one year which could be extended on mutually agreed terms after completion of satisfactory services for next period. Institute reserves the right to terminate the contract by giving one month notice in writing without assigning any reason whatsoever.
- iv. The quoted price shall be valid for at least 1 year. Institute will not entertain any request in respect of escalation of price due to any reason whatsoever.



- v. Financial quotation of only those firms will be opened; whose Technical quotation is found to be eligible after Technical evaluation.
- vi. L1 will be evaluated on Grand total value of QA test of all Equipments.
- vii. Sub-letting/Sub-contract of work is not allowed.
- viii. LGBRIMH, Tezpur reserves the right to accept or reject any or all the quotations without assigning any reason whatsoever.
- ix. In case of any dispute the same shall be mitigated as per provision of the tender and territorial jurisdiction shall be within the limit of the Tezpur District Court.

### **C. Scope of Work**

1. The quality assurance of each Equipments will be done as strictly as per the AERB prescribe norms and guidelines at the approved rate only
2. The quality assurance will be done by only AERB authorized quality assurance person
3. The Quality test of the Equipments will be done at the LGBRIMH, Tezpur premises only.
4. The kit/tools required for carrying out QA to these Equipments will be arranged by bidder himself
5. The quality assurance test will be done on mutually agreed date of the concerned department and with minimum hampering of the hospital work.
6. No alteration/modification of any type is allowed in any Equipments
7. The quality assurance test report will be submitted within seven days after signature of concerned Head of the Department.

### **D. Safety precaution**

1. It is the responsibility of the contractor that the quality assurance of the equipment is user friendly i.e there should not be any hazard/leakage of radiation/electricity to the user and the Patient.
2. LGBRIMH, Tezpur will not be under any liability to pay any compensation to the persons/engineers deployed by the contractor if they sustain any injury etc while discharging the duties in the premises. Any damages caused to the building/premises during the execution of work shall be made repair by the contractor.

### **E. Human Resources**

1. The Manpower deployed by the contractor should be polite, positive and efficient, while handling the work of these equipments. No additional payment shall be made if more staff needed at site for completing the work. The representative of the firm should bring their Identity Cards while attending to the job in hospital.



**F. EMD/ PERFORMANCE SECURITY**

- a) Bidder should submit EMD of Rs. 1000.00 in the form of DD/FDR/BG drawn in favor of Director, LGBRIMH, Tezpur, Assam, payable at Tezpur, Sonitpur, Assam failing which the quotation shall not be considered for acceptance and will be summarily rejected. Cash, cheque or any other mode of payment will not be accepted at all. The EMD deposited against previous tender cannot be adjusted or considered for this tender. No interest will be payable on the EMD/BID security. The EMD of the approved bidder will be released only after the concerned firm deposits necessary performance security. EMD of unsuccessful bidders will be returned in due time.
- b) **PERFORMANCE SECURITY:-** Performance Security, equivalent to 3% of the total cost of the works approved shall have to be deposited by the successful bidder in the form of DD/FDR/BG drawn in favor of Director LGBRIMH, payable at Tezpur. Performance security should remain valid for a period of 14 month from the date of Award of contract. The same amount will be released after fulfillment of contractual obligations and no interest shall be payable thereof.

**G. Financial Quotation**

Sl No	Details of Equipment	Basic rate of QA Test per unit	GST per unit	Total Rate of QA Test per unit inclusive of GST
1	QA Test of Computed Tomography Machine			
2	QA Test of Fixed X-Ray Machine			
3	QA Test of Mobile X-Ray Machine			

**Grand Total .....**

**Grand Total (In words.....)**

**Dated:**

**Signature.....**

**Name in full.....**

**Firm/organization etc Name.....**

**Designation.....**

**Contact No.....**



## Organization's contact details

NAME & ADDRESS OF THE Vendor/ Manufacturer / Agent	
Phone	
Fax	
E-mail	
Contact Person Name	
Mobile Number	
PAN Number	
GST Number	
Bank details	

**CRIMINAL LIABILITY UNDERTAKING**

*(To be executed on Rs.100/-Non-judicial Stamp Paper duly attested by Public Notary)*

I.....S/o.....  
..... Resident of

.....  
.....  
.....

..... Do  
solemnly pledge and affirm:

1. That I am the proprietor /partner/authorized signatory of

M/s.

.....  
.....  
.....

1. No police case is pending against the Proprietor / partner of the Company (Agency). Indicate any convictions if any against the Company/firm/partner.
2. I/We have not quoted the price higher than previously QA Test of Equipments to any Government Institute / Organisation / reputed Private Organisation in recent past.
3. (Proprietor/firm) has never blacklisted by any organization.

Name & Signature  
Seal of the participating Bidder  
Company  
Affirmation/  
Verification



**UNDERTAKING**

**The Director,  
LGBRIMH, Tezpur  
Sir,**

1. The undersigned certify that I/we have gone through the entire quotation documents including terms and conditions mentioned in the document and undertake to comply with them. I/We have no objection for any of the content of the document and I/We undertake not to submit any complaint/ representation against the quotation document after submission date and time of the quotation. The rates quoted by me/us are valid and binding on me/us for acceptance till the validity of quotation.
2. I/We undersigned hereby bind myself/ourselves to LGB Regional Institute of Mental Health, Tezpur, Assam -784001 to service the approved works in the approved prices to **LGBRIMH, Tezpur**. The service to be of the best quality and of the kind as per the requirement of the institution. The decision of the Director, **LGBRIMH, Tezpur**, India (herein after called the said officer) as regard to the quality and kind of article shall be final and binding on me/us.
3. Performance security 3% of the cost of the works approved shall be deposited by me/us in the form of DD/FDR/Bank Guarantee in the name of Director, **LGBRIMH, Tezpur** on award of the contract from a Nationalised / Commercial Bank and shall remain in the custody of the Director **LGBRIMH, Tezpur** till the validity of the Contract period plus two month (i.e. for 14 months).
4. I/we undertake to provide quality tests within stipulated period and if fail to do so during the stipulated period the necessary action can be taken by the Director, **LGBRIMH, Tezpur**, India.
5. I/We undertake that if the rates of any QA Test are lowered due to any reason, I will charge the lower rates.
6. I/we do hereby confirm that the prices/rates quoted are fixed and are at par with the prices quoted by me/us to any other Govt. of India/Govt. Hospitals/Medical Institutions/PSUs. I/we also offer to do QA Test at the prices and rates not exceeding those mentioned in the Financial quotation.
7. I/we pledge and solemnly affirm that the information submitted in quotation documents is true to the best of my knowledge and belief. I further pledge and solemnly affirm that nothing has been concealed by me and if anything adverse comes to the notice of purchaser during the validity of tender period, the Director, **LGBRIMH, Tezpur** (India) will have full authority to take appropriate action as he/she may deem fit.

Date.....

Place.....

**Signature**

**With seal of firm (Name of Bidder)**



**CHECKLIST**

SL. NO.	Document	Subitted Yes/No	Page No
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