TENDER DOCUMENT

FOR
SUPPLY OF MEDICAL GASES,
FOR KALPANA CHAWLA GOVT. MEDICAL COLLEGE,
KARNAL

LAST DATE
FOR UPLOAD OF TENDER
ON 25.01.2018 UPTO 2.30 PM
OFFICE OF DIRECTOR, KALPANA CHAWAL GOVT. MEDICAL COLLEGE, KARNAL

No. KCGMC/2018/ DATED:

E -TENDER NOTICE

Online tender under two bid system is invited through e-tendering from interested supplier and other organizations for supply of Medical Gas (supply of Compressed Oxygen, liquid Oxygen, Nitrous oxide & Carbon dioxide etc.) for Kalpana Chawla Govt. Medical College, Karnal. The bid document(s) for the above supply will be available online from 11:00A.M. on 11.01.2018. Last date of uploading the tender through e-tendering is 25.01.2018 up to 14:30 hrs. Technical bids will be opened at 15:00 hrs on the same day. For details of submission and viewing the tender details, please refer detailed NIT on e-tender portal at https://kcgmc.haryanaeprocurement.gov.in. All future notices/corrigendum/amendments will be uploaded on college website www.kcgmckarnal.org only and shall not be published in newspapers and tenders are advised to remain in touch with the above site.

Director, KCGMC, Karnal reserves the right to accept or reject any tender without assigning any reason(s).

Director,
Kalpana Chawla Govt. Medical College,
Karnal.
DETAIL NOTICE INVITING TENDER

Online tenders are invited for the supply of Medical Gases (As per Annexure-A) from wholesaler/authorized dealer/ eligible reputed firms / Co-operative Societies / Firms and other Organizations. The details of tender is as under:-

<table>
<thead>
<tr>
<th>Sr. No</th>
<th>Name of Item</th>
<th>EMD to be deposited by Bidder for supplying of Medical Gas Services (Compressed Oxygen supply and liquid Oxygen supply along with Nitrous gas)</th>
<th>Tender Document Fee (Rs.)</th>
<th>e-Service Fee (Rs.)</th>
<th>Start Date &amp; Time of Bid Preparation &amp; Submission</th>
<th>Expiry Date &amp; Time of Bid Preparation &amp; Submission</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>As per Annexure-A</td>
<td>Rs.15,000/- (Fifteen Thousand only)</td>
<td>Rs. 500/- (Five Hundred only)</td>
<td>Rs. 1,000/- (One Thousand only)</td>
<td>11.01.2018 at 11.00 A.M.</td>
<td>25.01.2018 at 14.30 P.M.</td>
</tr>
</tbody>
</table>

Under this process, application for online Technical bid and Price Bid (Schedule-'A') shall be invited in two stages under Technical and Financial. The technical bid will contain PAN Card, Income Tax Return for the year 2016-17, and Turn over of Rs. 50 Lacs for the year 2016-17, Tin No., Drugs Manufacturing Licence. etc. as required in the tender. The financial bid shall be opened for only those tenders who are found technically eligible by the constituted committee constituted by the Director, Kalpana Chawla Govt. Medical College, Karnal. These tenders must fulfill the technical specification as mentioned in the tender document. Lowest rates quoted by the firms will be considered for this work. No proposal will be accepted by hand or by post.
Documents to be attached with Technical bid:-

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>PAN Card</td>
</tr>
<tr>
<td>2</td>
<td>Income Tax Return for the year 2016-17</td>
</tr>
<tr>
<td>3</td>
<td>Turn over for the year 2016-17 upto Rs. 50 lakh.</td>
</tr>
<tr>
<td>4</td>
<td>TIN No.</td>
</tr>
<tr>
<td>5</td>
<td>Drug Manufacturing Licence</td>
</tr>
<tr>
<td>6</td>
<td>And any other mandatory documents required in NIT</td>
</tr>
<tr>
<td>7</td>
<td>Undertaking regarding non black listing.</td>
</tr>
<tr>
<td>8</td>
<td>Undertaking regarding non supplying of gas at a lesser charges than quoted in financial bid.</td>
</tr>
</tbody>
</table>

NOTE:- THE FIRM WHO FULFILL ABOVE TECHNICAL REQUIREMENTS WILL ONLY BE CONSIDERED FOR OPENING FINANCIAL BID.
DIRECTOR, KALPANA CHAWLA GOVT. MEDICAL COLLEGE KARNAL

NOTICE INVITING E-TENDER

No. KCGMC/2018/ Dated:

Online bids are hereby invited under two bid system (Technical & Financial) from eligible and reputed Organizations, firms, Agencies, Cooperative Societies and other Vendors for providing Medical gas services (supply of Compressed Oxygen, liquid Oxygen, Nitrous oxide & Carbon dioxide etc.) at Kalpana Chawla, Govt. Medical College, Karnal, through E-tendering web portal www.haryanaeprocurement.gov.in. Detail as under:

<table>
<thead>
<tr>
<th>E-tender No.</th>
<th>Description</th>
<th>Tender Fee + E-service charge (Rs.) (Non-refundable)</th>
<th>EMD (Rs.)</th>
<th>Tender document s may be downloaded from</th>
<th>Last date of uploading E-tender</th>
<th>Due date of opening of tech. bid</th>
</tr>
</thead>
<tbody>
<tr>
<td>KCGMC /NIT</td>
<td>Supplying of Medical Gas Services (supply of Compressed Oxygen, liquid Oxygen, Nitrous oxide &amp; Carbon dioxide etc.)</td>
<td>500/- +1000/- Total 1500/-</td>
<td>15000/-</td>
<td>11.01.2018 at 11.00 A.M.</td>
<td>25.01.2018 at 14.30 P.M.</td>
<td>25.01.2018 at 15.00 P.M.</td>
</tr>
</tbody>
</table>

1. For participating in above e-tender, the agencies/tenderers shall have to get themselves registered with https://haryanaeprocurement.gov.in and get user ID and Password. Class 2/3 digital signature certificate (DSC) is mandatory to participate in e-tendering process. Conditional and incomplete tenders will not be accepted.
2. Date & time of opening of financial bid will be decided later on.
3. Any Corrigenda/Addenda will be uploaded on www.haryanaeprocurement.gov.in only, not pressed in Newspaper.
4. If the tender opening date happens to be a holiday then next working day will be considered as tender opening date.
5. Signed & Stamped tender document along with technical and financial bids be uploaded online.
6. The Director, KCGMC Karnal reserves the right to reject any tender without assigning any reason thereof.
7. Firm must give evidence for supplying of medical gases and maintenance of cylinders to other govt./Semi govt. Institutions.

Director,
Kalpana Chawla Govt. Medical College,
Karnal
**DETAIL NOTICE INVITING TENDER**

**e-Tender** is invited for purchase of below mentioned items in single stage two cover system i.e. Request Technical Bid (online Bid Technical Envelope) and Request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope):

<table>
<thead>
<tr>
<th>Sr. No</th>
<th>Description of work / Items</th>
<th>EMD to be deposited by Bidder</th>
<th>Tender Document Fee &amp; eService Fee (Rs.)</th>
<th>Start Date &amp; Time of Bid Preparation &amp; Submission</th>
<th>Expiry Date &amp; Time of Bid of EMD Submission</th>
<th>Expiry Date &amp; Time of Bid Preparation &amp; Submission</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Supplying of Medical Gas Services (supply of Compressed Oxygen, liquid Oxygen, Nitrous oxide &amp; Carbon dioxide etc.)</td>
<td>Rs.15000/-</td>
<td>Total 1500/-</td>
<td>25.01.2018 at 11.00 A.M.</td>
<td>25.01.2018 at 14.30 P.M.</td>
<td>25.01.2018 at 15.00 P.M.</td>
</tr>
</tbody>
</table>

Under this process, Technical online bid Application as well as online Price Bid shall be invited at single stage under two covers Technical & Commercial Envelope. Eligibility and qualification of the Applicant will be first examined based on the details submitted online under first cover (Technical) with respect to eligibility and qualification criteria prescribed in this Tender document. The Price Bid under the second cover shall be opened for only those Applicants whose Technical Applications are responsive to eligibility and qualifications requirements as per Tender document.

1. **The payment for Tender Document Fee shall be made by eligible bidders online directly through Internet Banking Accounts and e-Service Fee through Debit Cards & Internet Banking Accounts. The payment for EMD can be made online directly through RTGS/NEFT or OTC Please refer to 'Online Payment Guideline’ available at the Single e-Procurement portal of GoH (Govt. of Haryana) and also mentioned under the Tender Document.**

2. Intending bidders will be mandatorily required to online sign-up (create user account) on the website https://haryanaeprocurement.gov.in to be eligible to participate in the e-Tender. **He/She will be required to make online payment of Rs.15000 (Rupee One Thousand Only) towards EMD fee in due course of time. The intended bidder fails to pay EMD fee under the stipulated time frame shall not be allow to submit his / her bids for the respective event / Tenders.**

3. The interested bidders must remit the funds at least T+1 working day (Transaction day + One working Day) in advance i.e. **on or before [25.01.2018]; and make payment via RTGS/NEFT or OTC to the beneficiary account number specified under the online generated challan. The intended bidder / Agency thereafter will be able to successfully verify their payment online, and submit their bids on or before the expiry date & time of the respective events/Tenders at https://haryanaeprocurement.gov.in.**

The interested bidders shall have to pay mandatorily e-Service fee (Non refundable) of Rs.1000/- (Rupee One Thousand Only) online by using the service of secure electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks.

The Bidders can submit their tender documents (Online) as per the dates mentioned in the key dates:-
<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Department Stage</th>
<th>Bidder's Stage</th>
<th>Start date and time</th>
<th>Expiry date and time</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Tender Document Download and Bid Preparation/Submission</td>
<td>--</td>
<td>--</td>
<td>--</td>
</tr>
<tr>
<td>2</td>
<td>Technical Bid Opening</td>
<td>11.01.2018 at 11.00 A.M.</td>
<td>25.01.2018 at 14.30 P.M.</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Financial Bid Opening</td>
<td>Will be decided later on</td>
<td>--</td>
<td></td>
</tr>
</tbody>
</table>

**Important Note:**

1) The Applicants/bidders have to complete ‘Application / Bid Preparation & Submission’ stage on scheduled time as mentioned above. If any Applicant / bidder failed to complete his / her aforesaid stage in the stipulated online time schedule for this stage, his / her Application/bid status will be considered as ‘Applications / bids not submitted’.

2) Applicant/Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.

3) Applicant/Bidder can rework on his/her bids even after completion of ‘Application/Bid Preparation & submission stage’ (Application/Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Applicant/Bidder Stage.

4) In the first instance, the online payment details of tender document fee + e-Service and EMD/Technical Envelope shall be opened. Henceforth financial bid quoted against each of the item by the shortlisted bidder/ Agency wherever required shall be opened online in the presence of such bidders/ Agency who either themselves or through their representatives choose to be present. The bidder can submit online their bids as per the dates mentioned in the schedule/Key Dates above.

The bids shall be submitted online in two separate envelopes:

**Envelope 1: Technical Bid**

The bidders shall upload the required eligibility & technical documents online in the Technical Bid.

**Envelope 2: Commercial Bid**

The bidders shall quote the prices in price bid format under Commercial/financial Bid.
Instructions to bidder on Electronic Tendering System
These conditions will over-rule the conditions stated in the tender documents, wherever relevant and applicable.

Registration of bidders on e-Procurement Portal:-

All the bidders intending to participate in the tenders process online are required to get registered on the centralized e-Procurement Portal i.e. https://haryanaeprocurement.gov.in. Please visit the website for more details.

1. **Obtaining a Digital Certificate:**
   2.1 The Bids submitted online should be encrypted and signed electronically with a Digital Certificate to establish the identity of the bidder bidding online. These Digital Certificates are issued by an Approved Certifying Authority, by the Controller of Certifying Authorities, Government of India.
   2.2. A Digital Certificate is issued upon receipt of mandatory identity (i.e. Applicant’s PAN Card) and Address proofs and verification form duly attested by the Bank Manager / Post Master / Gazetted Officer. Only upon the receipt of the required documents, a digital certificate can be issued. For more details please visit the website – https://haryanaeprocurement.gov.in.
   2.3 The bidders may obtain Class-II or III digital signature certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities or may obtain information and application format and documents required for the issue of digital certificate from.
   2.4 The bidder must ensure that he/she comply by the online available important guidelines at the portal https://haryanaeprocurement.gov.in for Digital Signature Certificate (DSC) including the e-Token carrying DSCs.
   2.5 Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised to keep a backup of the certificate and also keep the copies at safe place under proper security (for its use in case of emergencies).
   2.6 In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate /power of attorney / lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.
   2.7 In case of any change in the authorization, it shall be the responsibility of management / partners of the firm to inform the certifying authority about the change and
to obtain the digital signatures of the new person / user on behalf of the firm / company. The procedure for application of a digital certificate however will remain the same for the new user.

2.8 The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.

3 Pre-requisites for online bidding:
In order to operate on the electronic tender management system, a user’s machine is required to be set up. A help file on system setup/Pre-requisite can be obtained from Nextenders (India) Pvt. Ltd. or downloaded from the home page of the website - https://haryanaeprocurement.gov.in. The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.

4 Online Viewing of Detailed Notice Inviting Tenders:
The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal eProcurement system on the Home Page at https://haryanaeprocurement.gov.in.

5 Download of Tender Documents:
The tender documents can be downloaded free of cost from the eProcurement portal https://haryanaeprocurement.gov.in.

6 Key Dates:
The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.

7 Online Payment of Tender Document Fee, eService fee, EMD fees & Bid Preparation & Submission (Technical & Commercial/Price Bid):

i) Online Payment of Tender Document Fee + e-Service fee:
The online payment for Tender document fee, eService Fee & EMD can be done using the secure electronic payment gateway. The Payment for Tender Document Fee shall be made by bidders/ Vendors online directly through Internet Banking Accounts and eService Fee through Debit Cards & Internet Banking Accounts. The Payment for EMD shall be made online directly through RTGS / NEFT & OTC. The secure electronic payments gateway is an online interface between contractors and Debit card / online payment authorization networks.

ii) PREPARATION & SUBMISSION Of online APPLICATIONS/BIDS:
Detailed Tender documents may be downloaded from e-procurement website (https://haryanaeprocurement.gov.in) and tender mandatorily be submitted online.

Scan copy of Documents to be submitted/uploaded for Prequalification or Technical bid under online Technical Envelope: The required documents (refer to DNIT) shall be prepared
and scanned in different file formats (in PDF /JPEG/MS WORD format such that file size is not exceed more than 10 MB) and uploaded during the on-line submission of Technical Envelope.

FINANCIAL or Price Bid PROPOSAL shall be submitted mandatorily online under Commercial Envelope and original not to be submitted manually)

8. **ASSISTANCE TO THE BIDDERS:**
In case of any query regarding process of tenderers and for undertaking training purpose, the intended bidder can also avail the following and can contact service provider as per below:

**Office Timings of Help-desk support** for Single e Procurement Portal of Government of Haryana- Technical Support Assistance will be available over telephone Monday to Friday (09:00 am. to 5:30 pm) & Training workshop will be conducted on every 1st, 2nd Friday (from 3:30 pm upto 6:00 pm) and 4th Saturday (from 11:30 am upto 3:00 pm) of each month.

All queries would require to be registered at our official email- chandigarh@nextenders.com for on- time support (Only those queries which are sent through email along with appropriate screenshots or error description will be considered as registered with the Help-desk)

**Important Note:-**
(a) Any intending bidder can contact the helpdesk on or before prior to 4 hours of the scheduled closing date & time of respective e-Auction/ Tender event.
(b) For queries pertaining to e-Payment of EMD, please contact the helpdesk at least 2 business days prior to the closing date & time of e-Auction/Tender event.
(c) Help-desk support will remain closed during lunch break i.e. from 1:30 PM up to 2:15 PM on each workingday.

**Schedule for Training:**

<table>
<thead>
<tr>
<th>Training workshop will be held on 1st, 2nd Friday (from 3:30 pm upto 6:00 pm) and 4th Saturday (from 11: 30 am upto 3:00 pm) of each month at following addresses:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Nextenders (India) Pvt. Ltd. Municipal Corporation</strong> Faridabad, Near B.K.Chowk, Opp. B.K.Hospital, NIT, Faridabad</td>
</tr>
</tbody>
</table>

For Support Call – 1800-180-2097

Haryana eProcurement Help Desk Office will remain closed on Saturday (except 4th Saturday), Sunday and National Holidays
NOTE:- Bidders participating in online tenders shall check the validity of his/her Digital Signature Certificate before participating in the online Tenders at the portal https://haryanaeprocurement.gov.in. For help manual please refer to the ‘Home Page’ of the e-Procurement website at https://haryanaeprocurement.gov.in, and click on the available link ‘How to...?’ to download the file.
**Guideline for Online Payments in e-tendering**

Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing). Bidder shall proceed to select the tender he is interested in. On the respective Department’s page in the e-tendering portal, the Bidder would have following options to make payment for tender document & EMD:

A. Debit Card

B. Net Banking

C. RTGS/NEFT

Operative Procedures for Bidder Payments

A) **Debit Card**

The procedure for paying through Debit Card will be as follows.

(i) Bidder selects Debit Card option in e-Procurement portal.

(ii) The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.

(iii) Bidder clicks on “Continue” button

(iv) The e-Procurement portal takes the bidder to Debit Card payment gateway screen.

(v) Bidder enters card credentials and confirms payment

(vi) The gateway verifies the credentials and confirms with “successful” or “failure” message, which is confirmed back to e-Procurement portal.

(vii) The page is automatically routed back to e-Procurement portal

(viii) The status of the payment is displayed as “successful” in e-Procurement portal. The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same,

(ix) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

B) **Net Banking**

The procedure for paying through Net Banking will be as follows.

(i) Bidder selects Net Banking option in e-Procurement portal.

(ii) The e-Procurement portal displays the amount to be paid by bidder.

(iii) Bidder clicks on “Continue” button

(iv) The e-Procurement portal takes the bidder to Net Banking payment gateway screen displaying list of Banks

(v) Bidder chooses his / her Bank

(vi) The Net Banking gateway redirects Bidder to the Net Banking page of the selected Bank

(vii) Bidder enters his account credentials and confirms payment

(viii) The Bank verifies the credentials and confirms with “successful” or “failure” message to the Net Banking gateway which is confirmed back to e-Procurement portal.

(ix) The page is automatically routed back to e-Procurement portal
(x) The status of the payment is displayed as “successful” in e-Procurement portal.

The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same. (xi) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

C) RTGS/ NEFT

The bidder shall have the option to make the EMD payment via RTGS/ NEFT. Using this module, bidder would be able to pay from their existing Bank account through RTGS/NEFT. This would offer a wide reach for more than 90,000 bank branches and would enable the bidder to make the payment from almost any bank branch across India.

I. Bidder shall log into the client e-procurement portal using user id and password as per existing process and selects the RTGS/NEFT payment option.

ii. Upon doing so, the e-procurement portal shall generate a pre-filled challan. The challan will have all the details that is required by the bidder to make RTGS-NEFT payment.

iii. Each challan shall therefore include the following details that will be pre-populated:

- Beneficiary account no: (unique alphanumeric code for e-tendering)
- Beneficiary IFSC Code:
- Amount:
- Beneficiary bank branch:
- Beneficiary name:

iv. The Bidder shall be required to take a print of this challan and make the RTGS/NEFT on the basis of the details printed on the challan.

v. The bidder would remit the funds at least T + 1 day (Transaction + One day) in advance to the last day and make the payment via RTGS / NEFT to the beneficiary account number as mentioned in the challan.

vi. Post making the payment, the bidder would login to the e-Tendering portal and go to the payment page. On clicking the RTGS / NEFT mode of payment, there would be a link for real time validation. On clicking the same, system would do auto validation of the payment made.

D) Over-the-Counter (OTC)

This solution shall allow the bidder having account with ICICI Bank, to make the payment from any CMS enabled branch of ICICI Bank in India. Bidders can make the payment via cash (if amount is ≤ =₹ 49,999), Demand Draft or ICICI Bank Cheque.

The procedure for paying through OTC mode is as follows:

(i) Bidder selects Over-the-Counter remittance option in e-Procurement portal.

(ii) The e-Procurement portal displays the amount to be paid. Bidder chooses the bank account no. for refund of the amount.

(iii) Bidder clicks on “Continue” button

(iv) The e-Procurement portal displays the details of payment. Bidders clicks on “print challan” and prints the OTC challan.

(v) Bidder submits the OTC challan at the counter of any designated branch of ICICI Bank with
Cash / Demand Draft / ICICI Bank Cheque (Payment in cash is allowed upto Rs. 49,999/-)

(vi) ICICI Bank verifies the URN (format to be discussed and decided) and Amount with e-Procurement portal prior to accepting the payment
(vii) On successful verification from e-Procurement portal, ICICI Bank accepts the payment. In case of failure, ICICI Bank shall return the OTC challan and payment to the Bidder.
(viii) ICICI Bank will commit the payment transaction (in case of successful verification from e-Procurement portal) and sends the Bank Transaction Number (I-Sure Reference Number) online against the URN and Amount.
(ix) ICICI Bank will generate receipt for the payment transaction and issues the same to the Bidder.
(x) The e-Procurement system updates the bank transaction number against the URN and Amount based on details sent by ICICI Bank online prior to generation of receipt.
(xi) The status of payment will be displayed as “verification successful” in e-Procurement portal, when the bidder clicks on verification option in the portal
(xii) Bidder would be required to upload the scan copy of receipt as received from ICICI Bank as part of proof in Nextender portal before submitting the tender

<table>
<thead>
<tr>
<th>Sr no.</th>
<th>Scenario</th>
<th>Do's / Don't's</th>
</tr>
</thead>
</table>
| 1      | In the event of making Payment through NEFT/RTGS | Do's  
- It is the bidder’s responsibility to ensure that RTGS/NEFT payments are made to the exact details as mentioned in the challan which are:  
  1) Beneficiary account no: <client code> + <random number>  
  2) Beneficiary IFSC Code: As prescribed by ICICI Bank (this shall remain same across all tenders)  
  3) Amount: As mentioned on the challan. It is specific for every tender/transaction  
  4) Beneficiary bank branch: ICICI Bank Ltd, CMS  
  5) Beneficiary name: As per the challan  
- For every tender, details in the challan are different and specific to that tender only, Bidder should not make use of a challan for making payment for another tenders’ EMD  
- It is advised that all the bidders make payment via RTGS/NEFT at least one day in advance to the last day of tender submission as certain amount of time is required for settlement and various parites are involved. The payment may not be available for the bidder validation. In such cases bidder may not be able to submit the tender  
- Bidder has to make only single payment against a challan as per the amount mentioned on the challan.  
- Bidder must do the payment before tender validity gets expired |
### Don’t’s

- Bidder should not enter erroneous details while filling the NEFT/RTGS form at their bank. The following possibilities may arise:
  1. Incorrect IFSC code mentioned: Transaction would be rejected and the amount would be refunded back in to the bidders account.
  2. Incorrect Beneficiary account number mentioned: `<client code> + <random number>`:
     a. In case, the beneficiary account number mentioned is incorrect the transaction would be rejected and the bid would not be accepted.
  3. Incorrect Amount mentioned: The amount would be rejected if the amount mentioned in while making the payment is incorrect. Such cases will be captured as unreconciled transactions and will be auto-refunded directly to bidder’s account.

In the event of any discrepancy, payment would not be considered and bidder would not be allowed to bid/participate.
- Bidder is not supposed to use challan generated in one tender for payment against another tender since details in the challan are unique to the tender and bidder combination.
- Bidder must not make multiple or split payments against a particular challan. Any split payment received against the same challan will be refunded back to the bidder.
- Bidder would not be entitled to claim that he is deprived of participating in the tender because his funds are blocked with the division on account of incorrect payment made by the bidder.

<table>
<thead>
<tr>
<th>2</th>
<th>In the event of making Payment through OTC</th>
<th>Do’s</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>• It is the bidder’s responsibility to ensure that OTC payments are made to the exact details as mentioned in the challan which are:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Beneficiary account no: <code>&lt;client code&gt; + &lt;random number&gt;</code></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Amount: As mentioned on the challan It is specific for every tender/transaction</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Beneficiary name: As per the challan</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Bidder has to make only single payment against a challan as per the amount mentioned on the challan</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Bidder must do the payment before tender validity gets expired</td>
</tr>
<tr>
<td><strong>Bidder needs to mandatorily upload the scan copy of the payment receipt issued by ICICI Bank, in Nextender Portal before submitting the Tender</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Don’t’s**
- If the bidding amount is greater than Rs49,999, then Bidder should not make payment in cash. In this case, Bidder should pay via Demand Draft/ICICI Bank Cheque
- It is bidders’s responsibility to ensure that Demand draft should be valid and should not have discrepancies such as signature not found, stale DD, mutilated, material alteration, favouring third party etc., In the event of Demand Draft returned by bidder’s Bank on account of such discrepancies, ICICI Bank shall ensure that such communication is sent to the Client within 3 days from the date of rejection by the Bidder’s Bank
- For every tender, details in the challan are different and specific to that tender only. Bidder should not make use of a challan for making payment for another tenders’ EMD
TENDER FORM

INSTRUCTIONS TO TENDERERS

1. Rates are required for item shown in Annexure- ‘A’ in the format i.e. price bid (Schedule-‘A’) with weight and quantity per cylinder.

2. The supply is to be made within 48 hours from the date of issue of supply order positively otherwise penalty of Rs. 1000/- per day will be imposed for the number of days of delay in supply. In case of repeated delay in supply for more than three times the tender will be cancelled and security will be forfeited. The supply from the second lowest tenderer will be considered on the risk and cost of the original tenderer.

3. All the columns of the rates form shall be duly, properly and exhaustively filled in. The rates and units shall not be overwritten. Rates shall be both in the figures and words.

4. Any Omission by the tenderer in filling the columns of “Units” and “Rates” shall be debarred from being considered.

5. All corrections must be signed by the tenderers.

6. The Director, Kalpana Chawla Govt. Medical College, Karnal will have the right to reject all or any of the tender without assigning any reason thereof.

7. No tender will be considered unless and until all the documents are properly uploaded.

8. The rates will be regarded as constituting an offer or offers open to acceptance in whole or in part at the discretion of Director, Kalpana Chawla Govt. Medical College, Karnal.

9. In the event of tender being accepted the tenderer will have to execute the contract agreement with this institution.

The tenderer must supply Medical Gases (Compressed Oxygen supply and liquid Oxygen supply along with Nitrous gas) and carbon dioxide specified in the underwritten Annexure -‘A’ in the manner in which and within the time specified as set forth in the supply order at the rates given in price bid Schedule -‘A’. The Term and conditions will be binding upon the tenderer.

Signature of the Tenderer
ANNEXURE-‘A’

Medical Gases (Estimated Monthly Requirement)

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Name of Itens with complete specifications</th>
<th>Quantity (Monthly Basis)</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Oxygen Gas Cylinder ‘D’ TYPE</td>
<td>50 per day in absence of Liquid Oxygen only</td>
<td>Only refilling of Gas required</td>
</tr>
<tr>
<td>2.</td>
<td>Nitrous Oxide- ‘D’ Type</td>
<td>15 per month</td>
<td>-do-</td>
</tr>
<tr>
<td>3.</td>
<td>Nitrous Oxide- ‘A’ Type</td>
<td>40 per month</td>
<td>Filling of gas in case Central Supply fails + supply of cylinders</td>
</tr>
<tr>
<td>4.</td>
<td>Carbon Dioxide – ‘D’ Type</td>
<td>5 Monthly</td>
<td>Only refilling of Gas required</td>
</tr>
<tr>
<td>5.</td>
<td>Oxygen –‘A’ Type For Anesthesia</td>
<td>40 approximately monthly</td>
<td>Refilling + supply of Cylinders.</td>
</tr>
<tr>
<td>6.</td>
<td>Oxygen –‘B’ for different ward</td>
<td>80 approximately monthly</td>
<td>Refilling + supply of Cylinders.</td>
</tr>
<tr>
<td>7.</td>
<td>N₂O Type ‘A’</td>
<td>40 monthly</td>
<td>Refilling + supply of Cylinders.</td>
</tr>
<tr>
<td>8.</td>
<td>Liquid Tank of Oxygen</td>
<td>10000 litre twice approximately in a month</td>
<td>Only refilling of Gas required</td>
</tr>
</tbody>
</table>

SPECIAL TERMS & CONDITIONS :

1. The Discounted rates (i.e. trade discount etc.) in Schedule-‘A’ i.e. price bid may be quoted along with all types of taxes per liter and by weight for above types of Nitrous Oxide Cylinders as mentioned in Annexure ‘A’ above. Rates also to be quoted for cylinders as mentioned above type of Oxygen for the capacity of these cylinders. If the pressure of gas/wt. of the gas supplied is found less, then, the charges will be deducted proportionately. No separate tax will be paid.

2. Firm must give evidence for supplying of medical gases and maintenance of cylinders to other govt./Semi govt. Institutions.

3. The supply is to be made within 48 hours from the date of issue of supply order positively otherwise penalty of Rs. 1000/- per day will be imposed for the number of days of delay in supply. In case of repeated delay supply for more than three times the tender will be cancelled and security will be forfeited. The supply from the second lowest tenderer will be considered on the risk and cost of the original tenderer. Tenderer will be responsible for any Mobality/mortality if occurred due to non supply/delay in life saving gas like Oxygen in case the institute has placed demanded the supply well within the time i.e. 48 hours.

4. The inspection of the gases as supplied by the successful bidder will be inspected by the inspection committee and supply will be received after the satisfaction of the inspection committee otherwise supply will be rejected.

5. The payment will be made to the successful bidder on account of supply made after the satisfaction report received from the inspection committee.

6. Firm must give evidence for having an International Standard Laboratory for testing medical gases.

7. Firm must provide percentage of purity of medical gases by competent authority and same may be certified on the bill.

8. Firm must be having bulk cylinder of international specifications and approved by competent authority of India for O2 and N2O with proper colour code.

9. In the event of failure to supply medical gases/maintenance of cylinders, institute will be free to get these from the alternative source and excess amount paid will be deducting from the firm security.
10. Firm must give details of excise duty on medical gases and if any exemption must be quoted.
11. Firm will submit the bill in triplicate with proper cylinder numbers.
12. Firm will also be responsible for providing the statement regarding the balance cylinder left with the firm and number of cylinders being supplied on each delivery of medical gases.
13. In case any spare part is replaced by the firm of the institutional cylinders, the defective part(s) must be submitted to the institution.
14. Firm will be responsible for providing insurance to the institutional cylinders and fully responsible for insurance and maintenance of company cylinders.
15. In case of wrong filling of gas, wrong painting of cylinder or wrong fitting of valve, the firm will be fully responsible for it legally and will pay all compensation along with legal cost.
16. Maintenance of cylinders will be done as per international standard or any standard adopted by Government of India.
17. This contract will be valid for one year from the date of award. In case of rate contract is not finalized within the period for the next calendar year, the firm will continue to provide the gases at the same terms and conditions till the finalization of rate contract for the next year.

**General Terms and conditions:-**

1. These rates are valid for one year from the date of execution of agreement between the parties, but in the event of any breach of the agreement at any time on the part of the contract, agreement may be terminated summarily by the Director, Kalpana Chawla Govt. Medical College, Karnal. Any change in the constitution of the firm shall be notified forthwith by the supplier in writing to the Director, Kalpana Chawla Govt. Medical College, Karnal and such change shall not relieve any former member of the firm from any liability under the contract. No new partner/partners shall be accepted in to the firm by the supplier in respect of this supply unless he/they agree to abide by all its items, conditions and deposit with the officer sanctioning the supply a written agreement to this effect. The supplier’s receipt of acknowledgement or that of any partners subsequently accepted above shall bind of them and will be sufficient discharge for any of the purposes of the supply.

2. The supplier will supply nothing but genuine items described in column of Annexure ‘A’ from time to time in such quantities as may be entered in the indents sent at the rates set forth in schedule ‘A’ for use in the institution.

3. The supplier shall be responsible for all complaints as regards the quality. In case of dispute regarding quality for items, the decision of the Director, Kalpana Chawla Govt. Medical College, Karnal will be final and binding on the supplier.

4. The supplier will be responsible for damage or loss in transit and replace items broken or lost within 14 days from the notice thereof.
5. The delivery of the store is required in phased manner as per requirement of Indenting Department/Direct Demanding Officer. The intimation in this regard will be given by the Indenting Officer/Direct Demanding Officer.

6. Transportation
   a. With every dispatch of items, under this contract, invoices in triplicate will be prepared by the supplier to be sent to the Director, Kalpana Chawla Govt. Medical College, Karnal & one copy will be returned with the quantities or number received duly noted thereon.
   b. The contractor shall dispatch items “Freight Paid” in all cases & F.O.R. destination.

7. In the event of withdrawal or discontinuance of any items and consequence ceasing of or reduction in demand, the contractor shall not be entitled to any compensation. The Director of Kalpana Chawla Govt. Medical College, Karnal, will, however make all reasonable endeavours to give warning of any impending complete withdrawal or of any reduction seriously affecting quantities likely to be required under contract.

8. The supplier acknowledges that he had made himself fully acquainted with all conditions and circumstances under which the supplies required. The contractor will have to be made or furnished and with all the terms, clauses, conditions, and other details of the contract and the supplier shall not plead ignorance of any of those as excuse in case of complaint against or rejection of supplies tendered by him or with a view either asking for enhancement of any rates regarding the contract or for evading any of his obligations under the contract.

9. 100 % payment will be made after receipt of accepted goods and after satisfactory installation of the stores at the Consignee’s site. No payment will be made in advance for any supplies under this order.

10. If the price of a contracted items is controlled by Government the payment will in no case be made at higher rate than the controlled rate.

11. All documents to be submitted by the firm would be duly attested by a Class-I Gazetted Officer. These documents will be compared with the original documents

12. That in case of tenderers being authorized Stockist/Dealer/Agents/Distributers etc., the Authority Letter of the principal company should be submitted.

13. That the Manufacturer/Distributor/Agent//Stockist and Supplier should sent copy of Registration Certificate of Manufacturer along with their offer or any documentary proof to the effect that they are Manufacturer of the item, as the case may be, failing which offer will be rejected straightway

14. The Tenderer must submit the attested copy of Drugs Manufacturing License.
15. The successful tenderers shall be required to deposit security for the performance Rs.80,000 within three days positively otherwise EMD will be forfeited.

16. Other terms and conditions as mentioned in the supply order will be applicable.

17. Offer with price variation clause will not be accepted.

18. The Terms and conditions of contract as mentioned in the tender notice should be duly signed and in case non compliance the tender will be ignored.

19. Tender which are not strictly according to the specifications laid down in the tender will not be considered.

20. In case the date of opening falls on Holiday, Gazetted or subsequently declared the tender will be opened on the next working day following the close day.

21. Prices should be for supply of the material in safe conditions F.O.R. destination failing which offer may be ignored.

22. The Director, Kalpana Chawla Govt. Medical College, Karnal reserves the right to reject any or all tenders without assigning any reasons.

23. All disputes will be settled within the Jurisdiction of the Director, Kalpana Chawla Govt. Medical College, Karnal.

24. The rates will be regarded as constituting an offers open to acceptance on whole or in parts or parts till the date as indicated in the Schedule- ‘A’ i.e. price bid.

25. The offers should be typed or written in Ink. Offers in the pencil may be ignored.

26. The tenderer will give complete addresses of its sister concerns along with name of partners with their complete address (es) and extent of share.

27. It should also be ensured that the tender have been signed by an authorized person. His name, designation and address should be given in capital letters.

28. Tenders received by post, courier, by hand will not be accepted.

29. Rates quoted should be F.O.R Kalpana Chawla Govt. Medical College, Karnal.

30. Quantity can be increased/decreased.

31. All cutting/over-writing in the tender should be attested by the tenderer with his signature.

32. Conditional tenders will not be accepted.

33. The tenderer has to submit the undertaking regarding non black listing from any state and Central Government.

34. Undertaking regarding non supplying of gas at a lesser charges than quoted in financial bid.

Note: If these conditions are not fulfilled their/your tender is likely to be ignored
**SCHEDULE-‘A’**

**Price Bid**

Medical Gases (Estimated Monthly Requirement)

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Name of Items with complete specifications</th>
<th>Quantity (Monthly Basis)</th>
<th>Remarks</th>
<th>Rate per Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Oxygen Gas Cylinder ‘D’ Type</td>
<td>50 per day</td>
<td>Only refilling of Gas required</td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>Nitrous Oxide- ‘D’ Type</td>
<td>15 per month</td>
<td>-do-</td>
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<tr>
<td>3.</td>
<td>Nitrous Oxide- ‘A’ Type</td>
<td>40 per month</td>
<td>Filling of gas in case Central Supply fails</td>
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</tr>
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<td>4.</td>
<td>Carbon Dioxide – ‘D’ Type</td>
<td>5 Monthly</td>
<td>Only refilling of Gas required</td>
<td></td>
</tr>
<tr>
<td>5.</td>
<td>Oxygen –‘A’ Type For Anesthesia</td>
<td>40 monthly approximately</td>
<td>Refilling + supply of Cylinders.</td>
<td></td>
</tr>
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<td>6.</td>
<td>Oxygen –‘B’ for different ward</td>
<td>80 monthly approximately</td>
<td>Refilling + supply of Cylinders.</td>
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<td>Liquid Tank of Oxygen</td>
<td>10000 litre twice approximately in a month</td>
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<td></td>
</tr>
<tr>
<td>8.</td>
<td>N₂O Type A</td>
<td>40 Monthly</td>
<td>Refilling + supply of Cylinders.</td>
<td></td>
</tr>
</tbody>
</table>