

REQUEST FOR PROPOSAL

Tele: 0172-2225352172

Paraplegic, Rehabilitation Centre,
Mohali, Sec-56 A, Phase-VI, Nr Dara
Studio, Distt S.A.S. Nagar (Mohali),
Punjab-160055

PRC/CSR/2023/2

Jan 2023

To,

(Vendor Concerned)

INVITATION OF BID FOR PROCUREMENT OF ITEMS (WELFARE EQPT) FOR PRC MOHALI

1. Bids in sealed cover are invited for supply of items listed in Part II of this RFP. Please subscribe the above mentioned title, RFP number and date of opening of the Bids on the sealed cover to avoid the Bid being declared invalid.

2. The address and contact numbers for sending bids or seeking clarifications regarding this RFP are given below: –

- | | | |
|-----|-------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|
| (a) | Bids/queries to be addressed to | : Paraplegic Rehabilitation Centre, Mohali |
| (b) | Name/designation of the contact personnel | : Officer Incharge, Paraplegic Rehabilitation Centre, Mohali |
| (c) | Postal address for sending the Bids | : Presiding Officer,
Paraplegic, Rehabilitation Centre,
Mohali, Sec-56 A, Phase-VI, Nr Dara
Studio, Distt S.A.S. Nagar (Mohali),
Punjab-160055 |
| (d) | Telephone numbers of the contact person | : 0172-2225352 / 76025-60520 |

3. This RFP is divided into two parts as follows:

- (a) **Part I** – Contains General Information and Instructions for the Bidders about the RFP such as the time, place of submission and opening of tenders, validity period of tenders, Delivery Period, Mode of Delivery and Consignee details.
- (b) **Part II** – Contains Technical Details and Bid format.

4. This RFP is being issued with no financial commitment and the Buyer reserves the right to change or vary any part thereof at any stage. Buyer also reserves the right to withdraw the RFP, should it become necessary at any stage.

Yours faithfully,

(OIC PRC)

PART I – GENERAL INFORMATION

1. **Last date and time for depositing the Bids is 15 Feb 2023.** The sealed bids should be deposited/ reach by the due date and time. The responsibility to ensure this lies with the Bidder.
2. **Manner of Depositing the Bids.** The sealed bids should be either dropped in the Tender Box marked as **TENDER BOX at PRC, Mohali** or sent by registered post at the address given above so as to reach by the due date and time. Late tender will not be considered. No responsibility will be taken for postal delay or non delivery/ non receipt of Bid documents. Bids sent by Fax or e-mail will not be considered.
3. **Location of the Tender Box.** The sealed Tender Box will be kept at OIC office, Paraplegic Rehabilitation Centre, Mohali, Sec-56 A, Phase-VI, Nr Dara Studio, Distt S.A.S. Nagar (Mohali), Punjab-160055
4. **Format for submission of Bid.** The format for submission of bid is given at Part II of this docu.
5. **Forwarding of Bids.** Bids should be forwarded by bidder with details like TIN number, VAS/CST number, Bank address with EFT Account it applicable, etc and complete postal & email address of their office.
6. **Submission of Bids.** The bid will be in sealed envelopes duly marked **Bid for Proj “Procurement of items (Welfare Eqpt) for PRC, Mohali”**.
7. Following point may please be adhered to while filling up the forms:-
 - (a) Only formats as given at Part II will be used.
 - (b) The costs to be indicated for each items should be landed cost of the item, inclusive of all taxes, levies, freight etc.
 - (c) Total cost for the full quantity to be supplied, will be indicated.
 - (d) Total cost will be clearly indicated. Incomplete tender is liable to be rejected.
8. **Validity of Bids.** The bids should remain valid till **Three months** from the date of submission of the bids.
9. The items will be installed and delivered at following location:-

<u>Site</u>	<u>Address of Installation</u>
(a) Mohali	Presiding Officer, Paraplegic Rehabilitation Centre, Mohali, Sec-56 A, Phase-VI, Nr Dara Studio, Distt S.A.S. Nagar (Mohali), Punjab-160055
10. **Delivery/ Instruction and Commissioning Period.**
 - (a) Delivery of stores within **21 days** of signing of the supply order.
 - (b) Please note that contract can be cancelled unilaterally by the buyer in case items are not received within the contracted delivery period. Extension of contracted delivery period will be sole discretion of the buyer, with applicable LD clause.

11. **Liquidated Damages (LD)**. If the vendor fails to complete in full, all deliveries of all items and within the stipulated period, the vendor shall pay to the customer Liquidated Damages at the rate of **zero point five percent (0.5%)** of the total value of supply order of the delayed/undelivered items for every week of delay or part of week, subject to the maximum value of the liquidated damages being not higher than **ten percent (10%)** of the value of delayed/undelivered items. Thereafter the customer will have the right to terminate the supply order.

12. **Payment Terms**. It will be mandatory for the Bidders to indicate their bank account number and other relevant e-payment details so that payment could be made through ECS/EFT mechanism instead of payment through cheques, wherever feasible. A copy of the model mandate form prescribed by RBI to be submitted by Bidders for receiving payments through ECS is at Form DPM-11 (Available in MoD website and can be given on request). 100% of cost of project items shall be paid after complying with following conditions:-

- (a) Delivery of complete stores.
- (b) Inspection and acceptance of stores.
- (c) Installation of complete stores/hardware.

13. **Advance Payments**. No advance payment(s) will be made.

14. **Paying Authority**. Payment will be made by **PRC, Mohali**.

15. **Transportation**. All the items will be delivered at the consignee address. Seller will bear the costs of freight.

16. **Evaluation Criteria**. The broad guidelines for evaluation of Bids will be as follows :-

- (a) Only those Bids will be evaluated which are found to be fulfilling all the 'eligibility and qualifying requirements' of the RFP.
- (b) The Lowest Bid will be decided for each of the item separately based upon the lowest price quoted by the particular Bidder.
- (c) If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price will prevail and the total price will be corrected. If there is a discrepancy between words and figures, the amount in words will prevail for calculation of price.
- (d) The Lowest Acceptable Bid will be considered further for placement of contract/Supply Order after complete clarification and price negotiations as decided by the Buyer. The Buyer will have the right to award contracts to different Bidders for being lowest in particular items. The Buyer also reserves the right to do Apportionment of Quantity, if it is convinced that Lowest Bidder is not in a position to supply full quantity in stipulated time.

17. **Consignee Details**. The details of consignee as given below:-

OIC, Paraplegic Rehabilitation Centre,
Mohali, Sec-56 A, Phase-VI,
Nr Dara Studio, Distt S.A.S. Nagar (Mohali),
Punjab-160055

PART II - TECHNICAL DETAILS

1. **Technical details**

(a) Technical details with technical parameter of the items are mentioned against items name in Bid documents attached at Appx.

(b) **Requirement of Technical Documentation**. The vendor will provide all technical document alongwith all technical, medical & electrical eqpts. The following will be provided free of cost:-

- (i) User manual
- (ii) Technical manual
- (iii) Any other literature

(c) **Requirement of Pre-site/ Equipment Inspection**. The store will be subjected to inspection, to ascertain that they conform to the specification as laid down in the tender enquiry by the purchaser. In case the stores ordered on receipt are not found to be conforming to the laid down specifications, the defective stores will be removed and replaced by the store of the correct specifications by supplier at his own expense within a period of 07 days in inspection. In case any dispute, decision of the purchaser will be final and binding.

(d) **Spares and Consumables**. You will guarantee to provide spare and consumable on payment for a period of three years from the date of completion of warranty irrespective of AMC.

2. **System Maintenance**. In order to ensure functionality during the life of the system being procured, the vendor would provide system maintenance which would include hardware and system software. Vendor will provide the following:-

(a) During the period of warranty the vendor will ensure that the system continues to perform in exactly the same manner as at the time of acceptance.

(b) **Hardware Maintenance**. Hardware supplied would be repaired on site. The user would approve any equipment being moved out of site for repairs, if required.

FORMAT FOR SUBMISSION OF BIDS

Ser No	Nomenclature Item and Broad Specifications	A/U	Qty	Make and Model (As Applicable)	Unit Cost	Total Cost
01	1.5 Ton Split AC for wksp, single wards and physiotherapy lab.(1.5 ton, 5 - Star. Branded with stabilizer and Installation)	Nos	06			
02	1.0 Ton window AC for residents and staff qtrs for PRC Mohali. (5 - Star. Branded with stabilizer and Installation)	Nos	20			
03	Oil Heater. (09 Fins with Blower Fan)	Nos	05			
04	Filter RO Md Accn for Residents and staff qtrs. (Aqua guard / Purifier. For house hold kitchen alongwith plumbing and elect work)	Nos	35			
05	Zero Export Solar System on top roof in PRC Mohali. (Space to fit the system in PRC to be examined for capacity and viability. (Direction, sun angle and space area)	Nos	50 KW			
06	Purchase of 4 x 1.5 HP pumps for water supply <ul style="list-style-type: none">• Ground work to be examined before quotes for repair of false ceilings.• 1.5 HP submersible pump.• Ground work to be examined before quotes for repair work.	Nos				
07	Mini Home Theatre for residents, staff and families (Movie Hall). (The space / room for mini theatre purpose to be examined for fitment of speakers, OHP, screen and darkness.)	Nos	01			
08	Refrigerator 240 Ltr. (240 Ltrs, single door. Branded)	Nos	04			

Ser No	Nomenclature Item and Broad Specifications	A/U	Qty	Make and Model (As Applicable)	Unit Cost	Total Cost
09	PA Eqpt High Power with Amplifier and Speaker & Microphones with Control Keys. (Amplifier with compatible speakers, control keys and 06 x mikes with leads/ jacks and stands with compatible 04 x speakers columns with mid range, tweeter and mid range)	Nos	01			
10	E-Rickshaw <ul style="list-style-type: none"> • Modified to carry patients on wheelchair in E-rickshaw. • E - rickshaw. 	Nos	01			
11	Wall Fan. (400mm, Swing, 3 Fins, Plastic Body, Branded)	Nos	08			
12	Commercial Iron and Steamer for Sheltered Wksp. (Heavy duty commercial iron with brass/ steel base.)	Nos	01			

