

DR.RADHAKRISHNAN GOVERNMENT MEDICAL COLLEGE, HAMIRPUR (HP).
No.HFW-HMR-GMC-Store/Tender Notice/Lap Instru/2024-25-
808-13 Dated : 09/01/2025.

SHORT TENDER NOTICE

Sealed tenders are hereby invited for Supply/procurement of **Laparoscopic Hand Instruments, Department of General Surgery, DR. RKGMC HAMIRPUR (HP)**. Interested authorized Firms/Vendors/Companies may purchase tender document from Store Purchase Section of this office on all working days from 10/01/2025 to 27/01/2025 during office hours, on cash payment of Rs.500/- at counter/ Demand Draft in favour of **Principal, Dr. RKGMC Hamirpur (HP)**. The tender form can be viewed & downloaded from **Medical College website <http://www.rgmchamirpur.org>** .

An E.M.D. of Rs.5,000/- (Rupees Five thousand only) has to be furnished by way of FDR duly pledged in favour of Principal, Dr. RKGMC Hamirpur (HP) along with the sealed tender. Tender form without EMD will out rightly be rejected. Filled tender form should be submitted as per schedule given hereunder:-

1. Date of submission of Tender document : 27/01/2025 up-to 12:30 PM
2. Date of opening of Tender : 27/01/2025 at 03:30 PM

In case any date mentioned above happens to be a holiday next day will be considered as due date. This Medical College reserves the right to accept or reject any tender without assigning any reason thereof.



**Additional Director (Admin),
Dr.RKGMC, Hamirpur-HP**

No.As above/HMR/2024-25/- 808-13

Dated, Hamirpur the 09/01, 2025.

Copy to:-

1. The Director, Information & Public Relation Department Himachal Pradesh, Shimla for wide publicity in the leading Hindi & English NEWS papers before 10/01/2025. It is requested that a copy of publication may please be supplied to this office.
2. Medical Superintendent, Dr. RKGMC&H, Hamirpur (HP) for information please.
3. HoD, Department of General Sugery, Dr.RKGMC Hamirpur for information and necessary action.
4. Information Technology Administrator, IT Section, IGMC Shimla for information with the request to upload the same on the website of this medical college.
5. Notice Boards Medical College, Hamirpur (HP).
6. All the vendors through mail whose addresses are available in this office.


**Additional Director (Admin),
Dr.RKGMC, Hamirpur-HP**

TENDER DOCUMENT

Tender Form sold to :

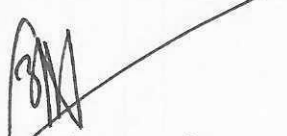
M/s _____

Receipt No. _____

Dated: _____

FOR SUPPLY OF LAPAROSCOPIC HAND INSTRUMENTS, DEPARTMENT OF GENERAL SURGERY, DR. RKGMC-HAMIRPUR (HP)

LAST DATE FOR RECEIPT OF BID	UPTO 12:30PM ON 27.01. 2025
Tender/ Bid OPENING DATE	AT 03:00PM ON 27.01.2025


**Additional Director (Admin.)
Dr. RKGMC, Hamirpur-HP**

TEL No. 01972-222999

COST OF TENDER DOCUMENT

AT COUNTER - Rs. 500/-

Demand Draft (for Online download tender) - Rs.500/-

Instructions alongwith Terms and Conditions:-

1. Tender must be enclosed in a properly sealed envelope addressed to the Principal Dr.RKGMHC, Hamirpur HP. The tender must contain both **Technical as well as Financial bid in a separate envelope**. The envelope must be superscribed as **"Tenders for the supply of Laparoscopic Hand Instruments, Department of General Surgery, DR. RKGMC-HAMIRPUR"** and can be submitted by post or personally in the o/o Principal, Dr. RKGMC, Hamirpur on or before **27/01/2025 upto 12:30PM**. For any query regarding tenderer may contact Principal, Dr.RKGMHC, Hamirpur, HP, personally on phone No.01972-222999.
2. The each & every page of tender document should be duly signed by tenderer.
3. All the columns of tender document shall be duly, properly and exhaustively filled in. The rates shall not be overwritten and overwriting if any shall result rejection of Tender. In case bidder is not quoting the rates for some items, the word "Not quoted" should be clearly mentioned in the particular columns and no column should remain left blank. Any omission in filling of the column of rates may result in rejection of tender straightway and will not be considered under any circumstances.
4. Samples must be produced of all items quoted in the tender document before the technical committee of department concerned on or before opening date of tender.
5. Earnest money for Rs. **5,000/- (Rs. Five Thousand only)** in the shape of DD/FDR in the name of Principal, Dr. RKGMC, Hamirpur-HP should be enclosed with the tender.
6. **The tender must be accompanied with G.S.T No, Pan Card, Income Tax Return last three years and GST return of last quarter i.e. Oct - Dec 2024.**
7. The rates quoted should be F.O.R. destination Principal Dr. RKGMC, Hamirpur-HP
8. The rates should be quoted inclusive of GST etc. The committee will also consider/compare the rates such items with same specification available on the GeM portal.
9. The branded products with requisite quality standard and certification in India will be given preference and the tenderer will have to produce authorization certificate from manufacturer or all India distributor.
10. The bidder will submit following undertakings duly attached with technical bid.
 - i. Undertaking on firms letter head that he will not try to gratify any person of the department.
 - ii. Undertaking on stamp paper that his firm has not been blacklisted by any HP state Govt. Deptt./Central Govt Deptt.
 - iii. Bench price for the items supplied in any Govt. Deptt.
 - iv. Experience to supply the quoted items to HP state Govt. Office/ Central Govt/public sector undertakings etc.
 - v. Undertaking to the effect that the rates quoted are as per manufacturers rates and nowhere in India supplied the items at rates less than the quoted rates.
11. All photocopies of documents attached with the tender should be self-attested. The original catalogues etc., should be enclosed with bid along with the compliance sheets for each item. The index of the bid should give description of items quoted.
12. Inspection of premises of the firm may be carried out to ensure genuineness of the firm.
13. The tender shall be opened in the presence of tenderers or their authorized representatives.
14. The tenderers who do not fulfill the above mentioned conditions, their tender will be rejected straight way.
15. The financial bids of those bidders will only be opened whose technical bids recommended by technical committee.
16. The contract period of the tender is one year from the date of award of tender or till the finalization of next tender. The tender may be extended for further Two years. In the event of tender being accepted the tender will be converted in to a contract and will be governed by the conditions of contract. The contract will last for one year but in the event of any breach of agreement at any time on the part of contractor, the contract can be terminated

- breach of agreement at any time on the part of contractor, the contract can be terminated summarily by the Principal, Dr. RKGMC, Hamirpur-HP or otherwise without assigning any reasons and without compensation to the contractor.
17. The contractor will supply genuine articles described in the schedule as per specifications. The articles will be of the good quality equal and answerable in every respect to the specifications given. The contractor will be answerable for all complaints as regards quality.
 18. Performance security will be obtained from the successful tenderer on the award of contract @ 5% of the value of the contract, in the shape of FDR duly pledged, from a commercial Bank. The performance security shall remain valid for a period of 60 days from the date of completion of contract.
 19. 100% payment will be released within 21 days against physical delivery of inspected/accepted articles duly sported with satisfactory inspection note and receipt of goods in good condition by consignee's site/destination.
 20. The contractor must dispatch all the articles within 15 days of receipt of supply order.
 21. The items supplied should be as per samples approved. The committee of this office will inspect all the items w.r.t specifications and quality standard as quoted in the tender.
 22. The venders have to show the demonstration of any machinery/item on the demand of Technical Committee.
 23. Any dispute emerging from contract shall be subject to the jurisdiction of court at Hamirpur H.P. only.
 24. Principal, Dr. RKGMC Hamirpur (HP) holds the right to cancel the tender at any stage without assigning any reason.

I/We hereby undertake to supply the goods/material at the quoted rates specified in the Schedule and within the time specified in the conditions of the contract. The terms and conditions given in the contract will be binding upon me/us in the event of acceptance of my/our tender.

Read and accepted

Signature of tenderer

TECHNICAL SPECIFICATIONS OF LAPAROSCOPIC HAND INSTRUMENTS

SER NO	NAME OF INSTRUMENT & DESCRIPTION	QUANTITY
1.	LAP. MARYLAND DISSECTOR 5mm, - 33-36cm, Dissecting and Grasping Forceps, 360 degree rotational sheath, with connector pin for unipolar coagulation, size 5mm, double action jaws, with jaw length about 15-18mm, with ergonomic plastic handle with larger contact area at the finger ring	02
2.	LAP. FUNDUS GRASPER 5mm, 33-36cm 360 degree rotational sheath, size 5mm, length 36cm, long, double action jaws with fenestration with jaw length about 15-18mm, ergonomic metal handle with plastic finger rings with larger contact area at the finger ring.	02
3.	LAP. ATRAUMATIC BOWEL GRASPER 5mm, 33-36cm double action jaws, fenestrated, 360 degree rotational sheath, size 5mm, length 36 cm, long, double action jaws, with jaw length 15-18mm, ergonomic metal handle with plastic finger rings with larger contact area at the finger ring.	02
4.	LAP. SUCTION 5mm, 33-36mm Autoclavable LAP. Suction and Irrigation Tube, anti-reflex surface with two way stop cock, for single hand control, size 10mm, length 33-36cm	02
5.	LAP. CURVED SCISSOR (METZENBAUM Scissors) 5mm, 33-36cm 360 degree rotational sheath, with connector pin for unipolar coagulation, size 5 mm, length 33-36cm, long, double action jaws, with jaw length 15-18mm, with ergonomic plastic handle with larger contact area at the finger ring.	02
6.	LAP. CLIP APPLICATOR CURVED rotating 10mm, 300	01
7.	LAP. CLIP APPLICATOR CURVED rotating 10mm, 400	01
8.	Veress Pneumoperitoneum needle with spring loaded blunt inner cannula, Leur- lock autoclavable, diameter 2.1mm, working length 11cm	01
9.	Veress Pneumoperitoneum needle with spring loaded blunt inner cannula, Leur-lock autoclavable, diameter 2.1mm, working length 15cm	01
10.	LAP. COBRA GRASPER (CLAW GRASPING) 5mm, 33-36cm laparoscopic CLAW Grasping Forcep with ratchet, 2x3teeth, 360 degree rotational sheath, size 10mm, length 36cm, long, single action jaws, with jaw length about 21mm, with ergonomic meta handle.	02
11.	LAP. HOOK SCISSOR 5mm 33-36cm 360 degree rotational sheath, with connector pin for unipolar coagulation, size 5mm, length 33-36cm, long, double action jaws, with jaw length 15-18mm, with ergonomic plastic handle with larger contact area at the finger ring.	02
12.	LAP. RIGHT ANGLED CLIP APPLICATOR for 400mm & 300mm LIGACLIPS	02

Annexure-A

CHECK List duly filled in to be attached with the Technical Bid

Sr.No	Particulars	
1.	Undertaking for Non gratification	Yes/No
2.	Non-blacklisting certificate on stamp paper	Yes/No
3.	Undertaking on letter head pad to the effect that rates quoted are as per manufacturer rates and items nowhere supplied less than quoted rates	Yes/No
4.	Whether a list of institution/organizations where your firm has supplied this item recently, is attached alongwith satisfactory performance certificate from those institution/ organizations.	Yes/No
5.	Certificate of having satisfactory service arrangement and fully trained staff as per clause	Yes/No
6.	In case you are manufacturer, have you enclosed the certificate if authorized dealer have your enclosed authorization certificate	Yes/No
7.	Whether the prices has been quoted on the prescribed proforma.	Yes/No
8.	Whether EMD as asked has been attached	Yes/No
9.	Whether Tender Document and supporting document attached duly signed by the authorized signatory attached	Yes/No
10.	Whether the technical specification/original catalogues of the material are Attached.	Yes/No
11.	Whether the G.S.T No, Pan Card, Income Tax Return for last three years upto 31 March of preceding year are attached	Yes/No

Authorized Signatory:

Name of the firm/bidder:

Annexure -B

To be enclosed with Techno-Commercial Bid

BIDDER PARTICULARS

Bidder Serial Number Allotted on Tender Document: _____

1. Name of the Bidder :
2. Address of the Bidder :
3. Name of the Manufacturer (s) :
4. Address(es) of the Manufacturer :
5. Name and address of the person :

To whom all references shall be made regarding this tender inquiry.
Telephone :


Telex :

Fax :

e-mail address :

Witness :

Signature
Name
Address
Designation
Company
Date
Company Seal

A handwritten signature in black ink, appearing to be 'M. S.', is written over a horizontal line. The signature is slanted and includes a long horizontal stroke extending to the right.

PRICE BID PROFORMA

Sr. No.	Name of item/Instrument	Rate of Single item/Instrument	Taxes/Duties (GST & other)		Total cost (including GST)



It is certified that the cost of items shown above, has included all taxes/duties etc. and nothing above shall be charged over and above this cost.

Authorized Signatory:
Name of the firm/bidder:-
Address with Phone No. (Company)

No.....

CHECK LIST

(To be enclosed with Technical Bid)

CERTIFICATE/DOCUMENTS/ANNEXURES TO BE SUBMITTED WITH TECHNICAL BID

(Please check following enclosures before submitting the bid)

Sr. No.	Particulars/Check-List	Yes	NO	Page Number	Remarks
1.	Whether Tender form fee of Rs.500 in cash/Rs.600/-by post has been paid for tender form				Cash Receipt /DD No Date.....
2.	Whether EMD Rs.5000/- (Rupees Five thousand only) has been enclosed.				FDR/DD No Date.....
3.	Whether original Tender form/document duly signed & stamped all pages has been enclosed.				
4.	Whether copy of authorization letter of the original firm/bidder in favour of the authorized signatory of tender for signing tender documents & quoting rates (if any) has been enclosed.				
5.	Whether Non-blacklisting Undertaking Affidavit has been enclosed.				
6.	Whether attested copy of Registration number of firm enclosed.				
7.	Whether attested copy of GST Number /VAT number of bidder/firm has been enclosed.				
8.	Whether attested copy of TAN Number / PAN Number of bidder / firm has been enclosed.				
9.	Whether Name & Address of the bidder's banker, Bank Account number IFSC/MICR Code has been given in tender form for ECS/RTGS purpose.				
10.	Whether copies of Income Tax Return for previous 3 (three) years (up to 31.03.2024) have been enclosed.				
11.	Copy of filed GST return of last quarter i.e. Oct - Dec 2024 has been enclosed				
12.	Whether the technical specifications, Brand/make/model & Warranty period etc. of the equipment/machinery etc. have been mentioned in the attached Annexure- (list of items of Tender) and attached with Technical Bid documents.				
13.	Whether Authorization/certificates of original manufacturer (on Performa Annexure-) has been enclosed for all items/materials/products etc. quoted in the tender by the bidder.				
14.	Whether rates have been quoted on the prescribed Financial/Price Bid Form/Performa Annexure- (without deleting any item from list) and whether all pages of Financial/Price Bid are duly signed with stamp & page numbered are sealed in a separate envelope with superscription & name & address of bidder/firm.				

Dated: _____

Signature of Tenderer / Authorized Signatory: _____