



**V.O. CHIDAMBARANAR PORT TRUST MEDICAL
DEPARTMENT TUTICORIN - 628 004.**

NOTICE INVITING TENDER (NIT)

E-Tendering

**TENDER DOCUMENT FOR SUPPLY OF ONE NO.OF HBA1C ANALYSER FOR CLINICAL
LABORATORY FOR TESTING HBA1C IN MEDICAL DEPARTMENT AT
V.O.CHIDAMBARANAR PORT TRUST**

TENDER NOTICE NO. H-40/1/2015-16

www.vocport.gov.in

THE CHIEF MEDICAL OFFICER MEDICAL DEPARTMENT

V O CHIDAMBARANAR PORT TRUST

TUTICORIN – 628 004.

PHONE NO.0461 – 2372713, 2372700

CONTENTS

Sl.No	Description	Page
1	Notice Inviting Tender (NIT)	3
2.	Instructions To the Bidders	4
3.	General Terms and conditions	11
4.	Terms and Conditions	14
5.	Annexure I – Bid Securing Declaration	15
6.	Annexure II- Price Bid	16
7	Form of Agreement-Annexure-III	17-18

V.O.CHIDAMBARANAR PORT TRUST
(MEDICAL DEPARTMENT)

SECTION I

NOTICE INVITING TENDER (NIT)

ONLY THROUGH E-TENDERING MODE

TENDER NO.:- MED-OFXOF-MED-TENDE-VI-19 (36618)

Electronic Tenders (One Cover system) are invited by V.O.Chidambaranar Port Trust, Tuticorin from the qualifying bidders for pre-qualification as stipulated in this notice for the work of **“SUPPLY OF ONE NUMBER OF HBA1C ANALYSER FOR CLINICAL LABORATORY FOR TESTING HBA1C IN MEDICAL DEPARTMENT AT V.O.CHIDAMBARANAR PORT TRUST”**.

1.	Estimated Amount	Rs.95,000/-
2.	Downloading of Bid document from VOCPT online e-tendering Web-site	From 06.09.2021 to 23.09.2021 www.vocport.gov.in or https://etenders.gov.in/eprocure/app
3	Last date and time for submission of Tenders through online	On or before 17.00 hrs on 23.09.2021
4	Date and Time for opening of tender document	At 15.30 hrs on 24 .09.2021
5	Validity of tender	180 days from the date of opening the bid
6	Tender submission through	E-tender portal https://etenders.gov.in/eprocure/app

Note:-

- 1) The Bidders are advised to read the whole document carefully and submit their Tender/bid strictly meeting with the requirements spelt out in the biddocument.
- 2) While E-tendering all the supporting documents have to be signed in each and every page serially numbered along with seal and shall be uploaded by the Bidders and the same will be downloaded by this Port at the time of evaluation. No hardcopies need to be sent to the Ports.
- 3) On submission of bid, if it is found deficient with reference to the requirements spelt out in the bid document, it will be summarily rejected, without assigning any reason.

INSTRUCTIONS TO THE BIDDERS

1. GENERAL:-

Electronic Tenders (Online) are invited from the qualifying bidders for
“FOR PROCUREMENT OF “ONE NO.OF HBA1C ANALYSER
FOR CLINICAL LABORATORY FOR TESTING HBA1C IN MEDICAL
DEPARTMENTAT V.O.CHIDAMBARANAR PORT TRUST”.

- i) The bid document containing the entire details is available at the E-Tender Portal www.vocport.gov.in or <https://etenders.gov.in/e procure/app> for downloading during the period specified in the **NIT (Section – I)**.

2. REGISTRATION OF BIDDERS ON PORTAL:

The intending Bidders are required to register in the website <https://etenders.gov.in/e procure/app>. by clicking " **Online Bidder Enrollment**" option in order to obtain user-id and password at first and then to activate their respective user- id.

3. BIDDER'S RESPONSIBILITY:

- i) The bidder, at the bidder's own responsibility and risk are encouraged to visit at their own cost and examine the site of required services and its surroundings and obtain all information that may be necessary for preparing the bid and entering into a contract for the services.
- ii) It is implied that on submission of the tender, the Bidder is deemed to have clearly understood and satisfied himself regarding the work and services and all conditions likely to be encountered during the execution of the work thereof. The service charges quoted are adequate and all-inclusive with respect to all factors, circumstances and conditions likely to be incidental, both direct and indirect, to the work and services mentioned in the subject tender

CORRECTION / VARIATION:

- iii) All corrections and alterations in the entries of the bid documents shall be attested with full signature of the Bidder with date. No erasures or over-writings shall be made.
- iv) The Bidders should not upload any revised or amended offers after the opening of the tender. If any such document is found in the bid, the same will be rejected.
- v) The bidder's proposal is deemed to include, all prices of the bid document and no arithmetical correction or price adjustments are allowed.
- vi) Tender should be complete in all respects for taking a decision immediately on opening of the tender.

4. TRANSFER OF BID DOCUMENTS:

Transfer of bid documents downloaded by one intending Bidder to another is not permissible.

5. ADDENDA / CORRIGENDA:

Addenda/Corrigenda, if any to the bid documents will be issued by the Port only in the E-tender portal and Port's website, prior to the date of opening of the tenders.

6. INCOMPLETE DETAILS AND CANVASSING:

The Port does not bind itself to accept the lowest tender and may reject any or all tenders received without assigning any reason, whatsoever. Tenders in which any of the particulars and prescribed information is inadequate or incomplete in any respect and / or the prescribed conditions are not fulfilled such tenders are liable to be rejected . Canvassing in any form by the Bidders will result in their tender being rejected.

7. HISTORY OF LITIGATION

A consistent history of litigation or arbitration awards against the applicant may result in disqualification.

SIGNING OF THE BID DOCUMENTS:

All pages of the bid documents and the documents submitted in support of the eligibility of the Bidder to be uploaded by the Bidder, which shall be originally signed with date and seal at the lower right hand corner and shall be serially numbered, wherever required by the Bidder himself or a person holding power of attorney duly authorised and competent, before submission of the tender.

8. BID SUBMISSION:-

- i) Such of the registered bidders, who intend to bid, are required to download and print out the bid document along with forms and fill up the same. A scanned copy of this filled up bid document shall be submitted online through the above website using their respective user-id and password in order for their bid to be considered. The bidders shall also upload the scanned copies of the supporting documents in the form and manner .
- ii) The bid documents are required to be submitted only through the above mentioned electronic mode and tender submitted through any other mode will be summarily rejected and no correspondence on such matter will be entertained for the reasons whatsoever.

UPLOADING OF BID DOCUMENTS

- iii) The Bidder shall on its own responsibility have to download and upload the bid document in the provided E-tender portal. The Bidder has to make his own arrangements to overcome the internet, electricity or other

connectivity failures to complete the tender filling online at his own risk and cost and the Port will not be responsible for such failures or shall not be liable to extend or accept such delayed or incomplete tender, for reasons whatsoever.

- iv) The terms of the tender schedule, conditions of contractor any other documents attached to the bid document shall not be defaced or detached from it and the same has to be uploaded in whole as per the instructions provided in the bid document or in the E-tender portal.

DOCUMENTS TO BE UPLOADED BY THE BIDDER TO PARTICIPATE IN THE E-TENDER

In order to file an error-free tender, the bidders may make use of the qualification documents to be uploaded. The Bidder is advised to read the entire bid document carefully and determine any other documents which need to be uploaded, as a support to their qualification to the bid.

9. QUOTING OF SERVICE CHARGES FOR PRICE BID:

- i) The bidder shall quote the rate of service charge as specified in price bid.
- ii) The Bidder shall quote the rate in figures as well as in words in English. In case of any discrepancy between figures and words, the rates in words shall prevail.

10. BID OPENING:

The documents uploaded by the Bidders will be opened through online on the scheduled date and time as indicated in the NIT, in the presence of such bidders and/or their authorised representatives, who wish to be present at the time of opening, at their own cost.

11. PAYMENTS

All payments will be made only in Indian Rupees and no foreign exchange is available for this work.

EXPENSES INCURRED BY THE BIDDER

The Port shall not be responsible for any direct or indirect expenses incurred by the Bidders in preparing, submitting and/or personally attending at the time of opening the bid or at any other time.

12. COMMUNICATION FOR INFORMATION

Any further information regarding the subject tender may be obtained in writing from the undersigned.

Chief Medical Officer Medical
Department,
V.O.Chidambaranar Port Trust,
Tuticorin – 628 004, India.
Phone: – 2352454
0461
Fax : 0461 – 2354276
E-mail: cmo@vocport.gov.in
website: www.vocport.gov.in

The bidders should scan and upload the following documents in the e-tender portal, failing which their offer will be treated as non responsive and their bid will be summarily rejected without techno commercial evaluation

1. Award of Work

- i) The work will be awarded to the successful bidder(s) .The Tender evaluation Committee will evaluate the tender regarding various criteria and one such criteria is the rate inclusion of transportation, packing & forwarding, insurance and any other incidental charges & any other taxes except GST shall be compared for determining the L1 rate (Lowest rate).
- ii) The decision of this Port shall be final in this regard.
- iii) The Port reserves the right to accept or reject any or all the tenders without assigning any reason and not bound itself to accept the lowest tender.

i. Goods and service tax

- a. As per GST Act 2017, invoice in the prescribed format has to be issued by a supplier on or before the time when goods are removed for supply (where supply involves movement) on or before the time when delivery is received by the recipient (where movement of goods is not involved) .

- b. As per Sec. 16 of CGST Act, 2017 read with relevant Rules and Notifications, the supplier should ensure all the documents made available to the Port to enable ITC availment failing which such amount will be recovered from Bank Guarantee (BG)
- c. For any correction in invoice claimed, it shall be throughout Debit note/credit note/supplementary invoice only, as all the invoices are to be uploaded in the GSTN portal. All suppliers have to comply with the above provisions without any omission in respect of ongoing contracts. If the existing suppliers/contractors / professionals do not comply with the above provisions payment will not be released and Port will not be liable on any account to be aforesaid.
- d. TDS on GST as per provision of section 51 of CGST Act is applicable Under GST law where the value of contract exceeds Rs.2,50,000/- Excluding GST.

Any invoice issue under the GST law shall contain the following particulars as provided in Rule No. 46/46A of the CGST rules 2017.

- a. Name, Address and GSTIN of the supplier
- b. Serial Number of the Invoice
- c. Date of issue
- d. Name, Address and GSTIN or UIN, if registered of the recipient.
- e. Name and Address of the recipient and address of the delivery along with the state and its pin code.
- f. HSN/SAC code for goods/services.
- g. Description of good or services
- h. Quantity in case of goods or services or both
- i. Total value of supply of goods or services or both.
- j. Taxable Value of supply of goods or services or both taking into discount or abatement if any
- k. Rate of tax (Central Tax, State Tax, Integrated Tax (for interstate supply) union Territory or cess).
- l. Amount of tax charges in respect of taxation goods or services (Central Tax, state Tax, integrated tax) (for interstate supply) union Territory or cess).

- m. Place of supply along with the name of state in case of supply in the course of inter-state trade or consumables.
- n. Address of the delivery where the same is different from the place of supply
- o. Whether the Tax is payable on RCM basis and
- p. Signature or digital signature of the supplier or his authorized representative.

GST invoice shall be prepared in triplicate, in case of supply of goods in the following manner:

- i) The original copy being marked as 'ORIGINAL FOR RECIPIENT'
- ii The duplicate copy being marked as 'DUPLICATE FOR TRANSPORTER
- iii The triplicate copy being marked as 'TRIPLICATE FOR SUPPLIER '

GST, if any applicable shall be paid to service provider only on submission of necessary proof of payment and after reflection of the same in GSTR-2A as eligible ITC (Input Tax Credit)., the Bill/ Invoice to incorporate the Port GST No: 33AAALT0206D1ZP for making payment.

DELIVERY PERIOD AND L.D.CLAUSE: The delivery period should be within 30 days (maximum) from the receipt of this order. If the supplier fails to complete the supply in all respects within the delivery period / extended delivery period unless such failure is due to Standard Force Majeure, a sum equivalent to **1% per week** or part thereof for the period of delay for the value of materials supplied after expiry of delivery period, subject to a **maximum of 10%** of the order value as liquidated and ascertained damages and not by way of penalty shall be deducted from any money due or become due to the supplier

GENERAL TERMS AND CONDITIONS

1. Price Basis:

Price quoted is firm and final and F.O.R. Tuticorin / Medical Department F.O.R. Free delivery at VOCPT. The increase in price will not be allowed under any circumstances.

2. Mode of Despatch:

The goods may be well-packed to avoid damage in transit and despatched by lorry and delivered to the consignee.

3. GST :-

If any applicable shall be paid to service provider only on submission of necessary proof of payment or after reflection in the GSTR2A as eligible ITC.

4. Packing and forwarding

The actual rate of packing and forwarding may be quoted in the Offer.

5. Freight charges

The Freight charges, if extra, may be clearly indicated.

6. Transit Insurance :

Transit Insurance will not be arranged by this Port. The Stores may be duly insured by the suppliers at their own cost.

7. Mode of Despatch :

Price should be quoted for delivery at V.O.Chidambaranar Port Trust. The stores may be well packed to avoid damage in transit and despatched by lorry and delivered to the above address.

8. Payment Terms:

100% payment will be made after the goods are received in good condition and accepted by the consignee. Please note that this port cannot make any advance payment to the supplier without Bank Guarantee.

9. Delivery Period:

The delivery period should be within 30 days (maximum) from the receipt of this order. If the supplier fails to complete the supply in all respects within the delivery period / extended delivery period unless such failure is due to Standard Force Majeure, a sum equivalent to 1% per week or part thereof for the period of delay for the value of materials supplied after expiry of delivery period, subject to a maximum of 10% of the order value as liquidated and ascertained damages and not by way of penalty shall be deducted from any money due or become due to the supplier.

10. Validity of Offer:

The Tender submitted by the Tender should be open for a minimum period of Three months from the date of opening of Tender and the Tender cannot amend, alter or revoke his tender in any way during this period .

11. Guarantee /Warranty Period: The Period applicable shall be clearly indicated in the Offer.

12. Test Certificate :

Manufacturer's test certificate shall be sent along with the material, unless & guarantee is given along with the offer for the production of such certificate, the offer will not be considered.

13. Discount:- If there is any discount, the same may be indicated.

14. Proprietary Items –

If the Stores offered are proprietary articles, please certify that the rates quoted are the same as you would quote for other Ports and Governments Department.

15. Manufacturer's Name & Brand Name : While quoting always state Manufacturer's name and brand name or the items failing which your offer may not be considered..

16. Inspection :- All Suppliers are subject to inspection before acceptance.

17. Genuineness :-

In case, the stores supplied are found not suitable by the consignee supplier may replace it at his own cost immediately.

18. Stores should be supplied strictly in accordance with the particulars and specifications mentioned in the Schedule. The Tenderer should specify the date by which he can guarantee delivery, in the Tender.

19. In the event of failure to supply the stores within the period stipulated in the order or within the period agreed upon by the Port Trust. It will be lawful for the Port Trust to cancel the order and make purchase elsewhere and the supplier shall not have right to claim recompense there for.

20. If the Port Trust sustains any loss or damage whatsoever due to the breach of contract by the supplier under this contract, the Port Trust shall recover such loss or damage from any money including security Deposit/Earnest Money Deposit due to the supplier from the Board either under this contract or under any other contract otherwise from the supplier.

21. All disputes shall be within the jurisdiction of the local courts of Tuticorin (TN) only.

22. Payment will be made after completion of entire ordered quantity and no part payment will be made for the part supply at any costs.

23. Special Conditions :-

- I. Closed Type Analyzer
- II. Sample Volume 1.5 MI
- III. Assay time : 3 Minutes.
- IV. Measuring range : 4.00-15.00% HbA1C
- V. NGSP and DFCC certified.
- VI. Self Calibration Verification 3 levels.
- VII. Capillary blood or antiloagulaed Venous blood
- VIII. Multiple analytes on one Instrument quantitative
- IX. Determinations of HbA1C lipid Panel ACR and CRP.

Yours faithfully,

-Sd-

Chief Medical Officer (St)

TERMS AND CONDITIONS

1. Price :
2. Excise duty, whether inclusive or Exclusive :
3. GST :
4. Freight Charges :
5. Transit Insurance :
- 6.. Mode of despatch :
7. Place of delivery : _Medical Department, VOCPT
8. Delivery period : Materials to be supplied within 30 days
9. L.D. clause :
10. Validity of offer :
11. Guarantee/Warranty period :
8. Payment Terms :
9. Test certificate : Test certificate shall be furnished along with the supply.
10. Inspection :
11. Bank Account No. for making payment only through e-mode :
 - Name of the Bank :
 - Address of the Bank :
 - Branch Code No :
 - Type of Account :
 - Account No:
 - IFSC Code No - Bank code :
12. PAN No :
13. GST Identification Number :
14. EMD Details :

Yours faithfully,

Office seal of the Tenderer

SIGNATURE OF TENDERER WITH DATE

(in company's letter head)

Annexure-I

Bid-Securing Declaration

To
Chief Medical Officer
Medical Department
VOC Port Trust
Tuticorin- 628004.

Sub : TENDER DOCUMENT FOR SUPPLY OF ONE NO.OF HBA1C
ANALYSER FOR CLINICAL LABORATORY FOR TESTING HBA1C IN
MEDICAL DEPARTMENT AT V.O.CHIDAMBARANAR PORT TRUST

Ref : NIT No MED-OFXOF-MED-TENDE-VI-19(36618)

Sir,

We, the undersigned, declare that:

We understand that, according to your conditions, bids must be supported by a Bid-Securing Declaration.

We accept that we will automatically be suspended from being eligible for bidding in any contract with the V.O.Chidambaranar Port Trust for the period of time of **3 years** starting on January, 2021 , if we are in breach of our obligation(s) under the bid conditions, because we:

- (a) have withdrawn our Bid during the period of bid validity specified in the NIT; or
- (b) having been notified of the acceptance of our Bid by the V.O.Chidambaranar Port Trust during the period of bid validity, (i) fail or refuse to execute the Contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with ITB 38.

We understand this Bid-Securing Declaration shall expire if we are not the successful Bidder, upon the earlier of (i) our receipt of your notification to us of the name of the successful Bidder; or

(ii) twenty-eight days after the expiration of our Bid.

Signed: [insert signature of person whose name and capacity are shown] In the capacity of [insert legal capacity of person signing the Bid-Securing Declaration]

Name: [insert complete name of person signing the Bid-Securing Declaration]

Duly authorized to sign the bid for and on behalf of: [insert complete name of Bidder] Dated on ____ day of _____, _____ [insert date of signing]
Corporate Seal (where appropriate)

[Note: In case of a Joint Venture, the Bid-Securing Declaration must be in the name of all partners to the Joint Venture that submits the bid.]

VOC PORT TRUST

MEDICAL DEPARTMENT

PRICE BID FOR ONE NO.OF HBA1C ANALYSER

SL.NO	ITEMS QUOTED	QTY	RATE EXCLUDING GST	% O F GST	RATE INCLUSIVE OF GST	Total amount
1	HBA1C ANALYSER	1				

FORM OF AGREEMENT

This agreement made this _____ day of ----- Month of -----
(Two thousand and -----) between the Board of Trustees of the V. O. Chidambarnar Port, a body corporate under Major Port Trusts Act, 1963 (hereinafter called the Board which expression shall unless excluded by repugnant to the context, be deemed to include the successors in office) on the one part and M/s. ____ (herein after called “CONTRACTOR” which expression shall unless excluded by or repugnant the context be deemed to include his heirs, executors, administrators representatives and assigns or successors in office) on the other part.

WHEREAS the Board of Trustees of the V. O. Chidambaranar Port Trust is desirous of contracting the work comprising of-----

-----”

WHEREAS the contractor has offered to execute, complete, supply and maintain such works and whereas the Board has accepted the tender of the contractor at the rate mentioned therein for the due fulfillment of all the conditions of the contract.

WHEREAS the Contractor has furnished a sum of Rs. _____ (Rupees... only)

As Earnest Money Deposit at the time of tendering, where will be adjusted in the Security Deposit to be deducted from the bill.

NOW This AGREEMENT WITHNESSTH AS FOLLOWS:

1. In this agreement words and the expressions shall have the same meanings as are respectively assigned to them in the conditions of contract herein after referred to.
2. The following documents shall be deemed to form and be read and

construed as part of this agreement viz.,

- i. NIT No.....
- ii. Terms and conditions of Tender
- iii. Form of Bank Guarantee
- iv. Work order No.
- v. Price schedule

3. The contractor hereby covenants with the Board of Trustees of V.O.Chidambaranar Port to construct, complete maintain works in conformity in all respects with the provisions of the agreement.

- a. The Board of the Trustees of V.O
- b. .Chidambarnar Port hereby convenants to pay the contractor in consideration of Annual Maintenance Contract and Calibration of Equipment in VOC Port Trust Hospital and Dispensary for a period of two years” for the ‘Contract Price’ at the time and in the manner prescribed by thecontract.
- c. If I/We fail to commence the work specified in the Notice Inviting Tender, I/We agree that the said Chairman, VOC Port Trust or his successors in office shall, without prejudice to any other right or remedy, be at the liberty to forfeit the said performance security(absolutely)

INWINESS WHEREOF the parties here into have set their hand and seals the day and year first written

The common seal of Trustee
Of VOC Chidambaranar Port was here
into affixed and

The Chairman thereof has set
his hand in the presence of
signed and sealed by the

Contractor in the presence of

Witness with signature

1. Name and Address

2) Name and Address