

**Tender  
For  
Procurement of lubricating oil for DG sets installed at  
AIIMS-Jodhpur.**

N.I.T. No.	AIIMS-JDH/EE/ELECT/2022-23/07 (Second Call)
NIT Issue Date	10 <sup>th</sup> March, 2023, 2023
Last Date of Online Submission of tender	17 <sup>th</sup> March, 2023 upto 03:00 PM

Tender Document may be downloaded from following websites

[www.aiimsjodhpur.ac.in](http://www.aiimsjodhpur.ac.in)

<http://eprocure.gov.in>

[tenders.gov.in](http://tenders.gov.in)



## All India Institute of Medical Sciences, Jodhpur

Basni Phase – II, Jodhpur – 342005, Rajasthan

Telephone: 0291- 2740741, Ext. No. 3189/3190 email: [saxenap@aiimsjodhpur.edu.in](mailto:saxenap@aiimsjodhpur.edu.in)

[www.aiimsjodhpur.edu.in](http://www.aiimsjodhpur.edu.in)

**INDEX**

<b>S. No.</b>	<b>Detail provided</b>	<b>Page No.</b>
1.	Notice Inviting Tender	03
2.	Instructions for the Bidder / The service provider/ Bidders and Criteria of eligibility	04
3.	Documents to be furnished by the bidder along with Technical Bid	05
4.	Acceptance of tender	06
5.	General Conditions of Contract	07 - 09
6.	Annexure – I (Technical Specifications)	10
7.	Annexure – II (Details of the Bidder / Bidder)	11
8.	Annexure – III (Financial Information)	12
9.	Annexure – IV (Undertaking)	13
10.	Annexure – V (Tender Acceptance Certificate)	14
11.	Check List (To be filled by the bidder)	15
12.	BOQ (Financial bid)	Separately attached in excel

**Executive Engineer (E)**  
**AIIMS, Jodhpur**

**NOTICE INVITING TENDER**

<b>S. No.</b>	<b>Particular</b>	<b>Remarks</b>
1.	Name of work	Procurement of lubricating oil for DG sets installed at AIIMS-Jodhpur.
2.	Tender No.	AIIMS-JDH/EE/ELECT/2022-23/07 (Second Call)
3.	Time allocated to supply the material	15 days
4.	Estimated Cost (₹.)	5,04,000/-
5.	Performance guarantee / Security deposit	@08% of contract value
6.	Tender documents	Download from following websites- www.aiimsjodhpur.edu.in http://eprocure.gov.in
7.	Last date and time of online submission of tender	17 <sup>th</sup> March, 2023 upto 03:00 PM
8.	Date and time of online tender opening	18 <sup>th</sup> March, 2023

❖ **Please read carefully the notes given with the tender Notice.**

**Executive Engineer (E)  
AIIMS, Jodhpur**

**Instructions for the Bidder/ The service provider/ Bidders:-**

All India Institute of Medical Sciences (AIIMS), Jodhpur, Rajasthan, an apex healthcare institute established by an Act of Parliament of India under aegis of Ministry of Health & Family Welfare, Government of India calls for procurement of lubricating oil for DG sets installed at AIIMS-Jodhpur.

1. Bids shall be submitted online only at CPPP website:  
<https://eprocure.gov.in/eprocure/app>.
2. The complete bidding process is online. Bidders should be possession of valid digital Signature Certificate (DSC) of class II or III for online submission of bids. Prior to bidding DSC need to be registered on the website mentioned above. For any assistance for e-bidding process, if required, bidder may contact to the helpdesk at 0291-2740741.
3. Bidder/service provider are advised to follow the instructions provided in the 'Instructions to the service providers/Bidders for the e-submission of the bids online through the Central Public Procurement Portal for e-Procurement at <https://eprocure.gov.in/eprocure/app>'.
4. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
5. **Criteria of eligibility:** Bidder should be authorized dealer / distributor of the approved make of lubricating oil only with latest authority letter from OEM of DG sets.
6. Average annual financial turnover on the works should be at least 100% of the estimated cost put to tender during the immediate last three consecutive financial years.
7. **Submission of Tender:**  
The tender shall be submitted online in two part, viz., technical bid and financial bid. All the pages of bid being submitted must be signed and sequentially numbered by the bidder irrespective of nature of content of the documents before uploading.  
✓ **The offers submitted by Fax/email shall not be considered. No correspondence will be entertained in this matter.**

**I. Technical Bid**

The following documents are to be furnished by the bidder along with **Technical Bid** as per the tender document:

- ***Copy of latest authorized dealership / distributorship certificate from OEM of DG sets.***
- Copy of CA authorized average annual financial turnover.
- Copy of Income Tax Return Acknowledgement for last three consecutive financial years.
- Copy of PAN Card Registration.
- Copy of GST registration certificate.
- Certificate as per Annexure-II, III, IV & V

**II. Financial Bid**

Price bid Form - Price must be quoted as per format specified; failing which tender shall be summarily rejected.

**Executive Engineer (E)**  
**AIIMS, Jodhpur**

**ACCEPTANCE OF TENDER CONDITION****(To be submitted on Letter Head of the Company/Firm)****TENDER NOTICE NO: AIIMS-JDH/EE/ELECT/2022-23/07 (Second Call)**

Item Rate Bid for works:

**Name of Work: Procurement of lubricating oil for DG sets installed at AIIMS-Jodhpur.**

I/we have read and examined the notice inviting tender, General Conditions of contract, Annexure – I to IV and other documents and rules referred to in the condition of contract and all other contains in the tender document for the work.

I/we hereby tender for the execution of the work specified for the Director, AIIMS- Jodhpur within the time specified in the Milestone, in accordance with the General Conditions of Contract and such materials as are provided for, by, and in respects with, such conditions so far as applicable.

We agree to keep the tender open for from the due date of its opening of technical bid and not to make any modification in its terms and conditions.

If I/We fail to commence work as specified, I/ We agree that Director, AIIMS, Jodhpur or the successors in office shall without prejudice to any other right or remedy available in law, be at liberty to reject our bid / work order and may at his own to take action as deemed fit in accordance with the norms established by Government of India. The said Performance Guarantee shall be a guarantee to execute all the works referred to in the tender documents upon the terms and conditions contained or referred to those in excess of that limit at the rates to be determined in the tender form. Further, I/We agree that in case of forfeiture of Performance Guarantee as aforesaid, I/We shall be debarred for participation in the re-tendering process of the work and debarred for tendering in **AIIMS, Jodhpur** in future forever. I/We hereby declare that I/We shall treat the tender documents and other records connected with the work as secret/confidential documents and shall not communicate information/derived therefrom to any person other than a person to whom I/We am/are authorized to communicate the same or use the information in any manner prejudicial to the safety of the State.

Dated .....

Signature of Contractor

Witness:

Postal Address

Address:

Occupation:

## **General Conditions of Contract**

1. **Rate:** Rates to be quoted as per Financial Bid considering costs of material and delivery at site / FOR etc. Only GST shall be paid extra as applicable.
2. **Validity:** The quoted rates must be valid for a period for **180 days** from the date of closing of the tender. The overall offer for the assignment and bidder(s) quoted price shall remain unchanged during the period of validity. If the bidder quoted the validity shorter than the required period, the same will be treated as unresponsive and it may be rejected. In case the tenderer withdraws, modifies or change his offer during the validity period, bid is liable to be rejected and necessary action shall be taken by the institute as deemed fit by the competent authority without assigning any reason thereof. The bidder should also be ready to extend the validity, if required, without changing any terms, conditions etc. of their original tender. In case the last date of receipt of tender / of opening the tender is declared as Holidays, the respective dates shall be treated as postponed to the next working day accordingly.
3. **Technical Evaluation:**
  - a) Detailed technical evaluation shall be carried out by Institute pursuant to conditions in the tender document to determine the substantial responsiveness of each tender. For this clause, the substantially responsive bid is one that conforms to all the eligibility and terms and condition of the tender without any deviation.
  - b) The Institute's determination of bid's responsiveness is to be based on the contents of the bid itself without recourse to extrinsic evidence. The Institute shall evaluate the technical bids also to determine whether they are complete, whether required sureties have been furnished, whether the documents have been properly signed and whether the bids are in order. The Director, AIIMS, Jodhpur shall have right to accept or reject any or all tenders without assigning any reasons thereof.
4. **Financial Evaluation:**

After due evaluation of the bid(s) AIIMS, Jodhpur will award the contract to the lowest evaluated responsive tenderer. Conditional bid will be treated as unresponsive and will be rejected.
5. Right to issue and to accept or reject any or all tenders without assigning any reason thereof is reserved by the Competent Authority.
6. **Award of Contract:** The Institute shall consider placement of orders for jobs on those bidders whose offers have been found technical and financially acceptable. The Institute reserves the right to counter offer price(s) against price(s) quoted by any bidder.
7. **Performance Security Deposit:**
  - a. As a contract security for faithful performance of the contract in accordance with all the terms and conditions specified in the tender, the successful tenderer / contractor shall furnish a Performance Security deposit @ 8% of order value in the form of Fixed Deposit Receipt or Bank Guarantee from any Nationalized Bank duly pledged in the name of the "All India Institute of Medical Sciences, Jodhpur" as per supply order issued to the successful bidder.
  - b. AIIMS-Jodhpur shall have the right to encash the Performance Security deposit in full or part for non-compliance of any or all the terms and conditions of the tender / contract and to recover any Liquid Damages and penalties under the contract as well as contractual obligations as enumerated in the tender / contract.
  - c. In case of part encashment, the validity of the Performance Security deposit shall have to be kept valid for the complete period of the contract, for the balance amount or for a period as required by AIIMS-Jodhpur.

- d. Refund of Performance Security deposit** - The Performance & Security deposit of work shall be refunded after completion of work and issuance of clearance / completion certificate from the Engineer-In-Charge to the contractor.
- 8. Authority of person signing document:** A person signing the tender form or any documents forming part of the contract on behalf of another shall be deemed to warrant, that he has authority to bind such other and if, on enquiry, it appears that the person so, signing had no authority to do so, the Director, AIIMS, Jodhpur may without prejudice to other Civil and criminal remedies cancel contract and held the signatory liable for all cost and damages.
- 9. Right of acceptance:** The Director, AIIMS, Jodhpur reserve the right to accepting the whole or any part or portion of the bid; and the bidder shall provide the same at the rates quoted. The Director, AIIMS, Jodhpur reserve the right to reject any or all tenders /quotations or all offers received in response to the tender or cancel or withdraw the tender notice without assigning any reason thereof and also does not bind itself to accept the lowest quotation or any tender and no claim in this regard shall be entertained
- 10. Inspection:**
- AIIMS, Jodhpur rights to inspect, test and, where necessary, reject the material even after arrival at the final destination shall in no way be limited or waived by reason of the material having previously been inspected, tested and passed by AIIMS, Jodhpur prior.
  - The Director, AIIMS, Jodhpur shall be the final authority to reject full or any part of the supply which is not confirming to the specification and other terms and conditions.
- 11.** Information and instruction for Service provider for tendering forming part of NIT and to be posted on website.
- 12.** Right to issue and to accept or reject any or all tenders without assigning any reason thereof is reserved by the Competent Authority.
- 13.** Rate should be quoted in Indian Rupees (INR) on DOOR Basis Delivery at AIIMS, Jodhpur inclusive of all charges. Where there is a difference between the rates in figures and words, lower of the two rates shall be taken as valid and correct rate. The service provider shall take into account all the costs involved in compliance of all the tender conditions and as stated above while quoting his rates in this tender.
- 14. Subletting of Work:** The firm shall not assign or sublet the work/job or any part of it to any other person/party or will first obtain permission in writing from the Competent Authority of AIIMS, Jodhpur, which will be at liberty to refuse if thinks fit. The tender is not transferable. Only one tender shall be submitted by one bidder.
- 15. Breach of Terms and Conditions:** In case of breach of any terms and conditions as mentioned in tender, the Competent Authority, will have the right to reject the bid at any stage without assigning any reason thereof and nothing will be payable by AIIMS, Jodhpur in that event.
- 16.** The material will have to be supplied at Institute site. No transportation/ cartage / loading & unloading charges will be provided for the same.
- 17. Applicable Law:**
- The contract shall be governed by laws and procedures established by Govt. of India, within the framework of applicable legislation and enactment made from time to time concerning such commercial dealings/ processing.
  - The contractor shall follow all the government labour laws, minimum wages, labour safety, labour insurance etc.

- Any disputes are subject to exclusive jurisdiction of competent court and forum in Jodhpur, Rajasthan, India only.
  - The Arbitration shall be held in accordance with the provision of the Arbitration and conciliations Act, 1996 and the venue of arbitration shall be at Jodhpur. The decision of the Arbitrator shall be final and binding on both the parties.
  - Force Majeure: Any delay due to Force Majeure will not be attributable to the service provider.
18. Bidder shall submit TAX invoice for the material to be supplied along with lot number mentioned on it.
19. The rates shall be quoted only in the schedule of quantities attached with the tender and nowhere else i.e. letter heads etc.
20. The quantities are approximate and are liable to change up to any extent on either side. The Engineer-in-Charge reserves right to order deviation from the quantities mentioned in the tender. The contractor shall supply the additional quantity on the rates quoted in the tender documents irrespective of deviation limit mentioned elsewhere in the agreement. The contractor shall have no claim to any payment or compensation whatsoever on account of any profit or advantage which he might have derived from the execution of supply in full as mentioned in tender but which did not derive any consequence of the full supply of material mentioned in tender not having been ordered.
21. Any information / document required for verification shall be provided by the bidder.
22. Contractor shall be fully responsible for any damages caused to govt. property or allottee's property by his or his labour in carrying out the work and shall be rectified by the contractor at his own cost.
23. **Breach of Terms and Conditions:** Noncompliance of any terms and conditions enumerated in the contract shall be treated as breach of contract. Or in Case of breach of any terms and conditions as mentioned above, the Director, AIIMS- Jodhpur, will have the right to reject the bid at any stage without assigning any reason thereof and nothing will be payable by AIIMS, Jodhpur.
24. Rejected materials shall have to be removed by the contractor at his own cost within a week of the instructions of doing so. Also go down rent as decided by Engineer-in-Charge shall be charged by the department.
25. **Liquidated Damage:** - If the supplier fails to deliver the material on or before the stipulated date, then a penalty @ 0.5 % per week of the total order value shall be levied subject to maximum of 10% of the total order value.

**Executive Engineer (E)**  
**AIIMS, Jodhpur**



***TECHNICAL SPECIFICATIONS***

<b>S. No.</b>	<b>Details of items</b>	<b>Approved make</b>	<b>Unit</b>	<b>Qty.</b>
1	Premium blue SAE 15W40 grade lubricating oil with API CH-4 for Cummins make Diesel Engines/ Diesel Generator set of capacity 2000kVA and 1010kVA	Valvoline / ServoPride	Liters	2100

**Executive Engineer (E)**  
**AIIMS, Jodhpur**

**Annexure – I****Details of the Bidder / Bidder**

<b>S. No.</b>	<b>Details</b>
1.	Name of Firm /Service provider / service provider
2.	Complete Address:
3.	Name of Proprietor/ Partner/ Managing Director / Director.
4.	State clearly whether it is sole proprietor or partnership firm or a company or a Government Department or a Public Sector Organization
5.	Whether copy of authorized dealership / distributorship attached
6.	Whether the firm is a registered firm Yes/No (attached copy of certificate).
7.	Copy of GST Registration
8.	Permanent Account No. (Copy must be provided)
9.	Copy of Income Tax Return Acknowledgement for last Three years
10.	Any other information, if necessary
11.	Name and address of service centre at/ nearby Jodhpur
12.	Official Email ID
13.	Contact No.

❖ **Note: All pages should be numbered & indexed.**

Date:  
Place:

Name :  
Business Address:  
Signature of Bidder:  
Seal of the Bidder:

**ANNEXURE- II****FINANCIAL INFORMATION**

**Financial Analysis** - Details to be furnished duly supported by figures in balance sheet/profit & loss account duly certified by the Chartered Accountant, as submitted by the applicant to the Income Tax Department (Copies to be attached).

Gross Annual Turn Over

<b>Descriptions</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>
Gross Annual Turn Over			
Average turn-over of three years			

Signature of Bidder(S) with Seal

**Signature of Chartered Accountant with Seal**

**Annexure-III****UNDERTAKING**

*(To be submitted on letter head of the company / firm)*

I/We hereby certify that the above firm has not been ever blacklisted by any Central / State Government / Public Undertaking / Institute on any account.

I/We also certify that my / our firm/consumer will execute the work as per the specification given by Institute and also abide all the terms and conditions stipulated in tender.

I/We also certify that the information given in the bid is true and correct in all aspects and if in any case at a later date if, it is found that any detail/s provided are false and incorrect, any contract given to my/our firm or participation may be summarily terminated at any stage, my/our firm/company will be blacklisted and Institute may have imposed any action as per NIT rules.

Date:

Name :

Place:

Business Address :

Signature of Bidder :

Seal of the Bidder :

**ANNEXURE – IV**  
**TENDER ACCEPTANCE CERTIFICATE**  
**(On letter head of company /firm)**

To,  
 The Director,  
 All India Institute of Medical Sciences,  
 Jodhpur (Raj.)

Ref.: Your NIT No.: AIIMS-JDH/EE/ELECT/2022-23/07 (Second Call) due on 17<sup>th</sup> March, 2023.

I / We, the undersigned have examined the above mentioned Tender Enquiry Document, including amendment / corrigendum (if any), the receipt of which is hereby confirmed. We now offer to supply and deliver in conformity with your above referred document for the sum as shown in the Price Schedules (BoQ) uploaded herewith and made part of this bid. If our bid is accepted, we undertake to supply the items / services for which tender has been concluded, in accordance with the delivery schedule specified in the Schedule of Requirements. We further confirm that, if our bid is accepted, we shall provide you with a Performance & Security Deposit of required amount in an acceptable form as mentioned in your NIT. We agree to keep our bid valid for a period of 180(one hundred eighty) days for acceptance as required in your NIT Document, read with modification, or for subsequently extended period, if any, agreed to by us. We also accordingly confirm to abide by this bid up to the aforesaid period and this bid may be accepted any time before the expiry of the aforesaid period. We further confirm that, until a formal Agreement / Contract is executed; this bid read with your written acceptance thereof within the aforesaid period shall constitute a binding contract between us. We further understand that you are not bound to accept the lowest or any bid you may receive against your above referred advertised tender enquiry. We confirm that we do not stand deregistered/banned/blacklisted by Central / State Govt. / Ministries / Departments /PSU etc. We confirm that we fully agree to the terms and conditions specified in above mentioned Tender Enquiry Document, including amendment / corrigendum, if any.

We hereby certify that if at any time, information furnished by us is proved to be false or incorrect; we are liable for any action as deemed fit by the purchaser in addition to forfeiture of the Performance & Security Deposit.

I/We undertake and confirm that eligible similar works(s) has/have not been got executed through another contractor on back to back basis. Further that, if such a violation comes to the notice of Department, then I/we shall be debarred for bidding in AIIMS organization in future forever. Also, if such a violation comes to the notice of the institute before date of start of work, the Engineer-in-Charge shall be free to forfeit the entire amount of Performance & Security Deposit.

**(Scanned copy uploaded at the time of submission of bid alongwith the technical bid)**

Name: \_\_\_\_\_

Business \_\_\_\_\_

Address: \_\_\_\_\_

Place: \_\_\_\_\_

Date: \_\_\_\_\_

**Check List for Documents Required with Technical Bid****(To be attached with the Technical Bid)**

S. No.	Detail provided	Compliance (to be ticked as attached)	Page no. of bid
1.	Criteria of eligibility <b>(Read &amp; accepted)</b>	Yes / No	
2.	Copy of latest authorized dealership certificate <b>(Attached)</b>	Yes / No	
3.	Copy of Income Tax Return Acknowledgement for last three consecutive financial years as per below-		
A	2019-20 <b>(Attached)</b>	Yes / No	
B	2020-21 <b>(Attached)</b>	Yes / No	
C	2021-22 <b>(Attached)</b>	Yes / No	
4.	Copy of PAN Card Registration <b>(Attached).</b>	Yes / No	
5.	Copy of GST registration certificate <b>(Attached).</b>	Yes / No	
6.	Acceptance of tender ( on letterhead of firm / company) <b>(Filled &amp; Attached)</b>	Yes / No	
7.	General Conditions of Contract <b>(Read &amp; Accepted)</b>	Yes / No	
8.	(Technical Specifications) <b>(Read &amp; Accepted)</b>	Yes / No	
9.	Annexure – I (Details of the Bidder / Bidder) <b>(Filled &amp; Attached)</b>	Yes / No	
10.	Annexure – II (Financial Information) <b>(Filled &amp; Attached)</b>	Yes / No	
11.	Annexure – III (Undertaking on letterhead of firm / company) <b>(Filled &amp; Attached)</b>	Yes / No	
12.	Annexure – IV (Tender Acceptance Certificate on letterhead of firm / company) <b>(Filled &amp; Attached)</b>	Yes / No	
13.	Check List <b>(Filled &amp; Attached)</b>	Yes / No	

Date:  
Place:

Name :  
Business Address:

Signature of Bidder:  
Seal of the Bidder: