

**RAJIV GANDHI UNIVERSITY OF KNOWLEDGE TECHNOLOGIES**  
BASAR, NIRMAL DIST, TELANGANA – 504 107



**EXPRESSION OF INTEREST FOR**  
**Purchase of Medical Equipment**

Last Date & Time of submission of EOI : 18.08.2023 at 05:00 P.M

**RAJIV GANDHI UNIVERSITY OF KNOWLEDGE TECHNOLOGIES**  
BASAR, NIRMAL DIST, TELANGANA – 504 107

**Phone: 08752-255588**

E-mail: [procurement@rgukt.ac.in](mailto:procurement@rgukt.ac.in)

**Website:** [www.rgukt.ac.in](http://www.rgukt.ac.in)

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**SECTION 1 – INVITATION OF THE BIDS**

Eol No.	RGUKT-B/Health Center/Medical Equipment/2023-24
Eol Date	11.08.2023
Item Description	<b>EOI for Procurement of Medical Equipments</b>
Category	Medical Equipment Items
Last date & time of submission of Tender :	<b>18.08.2023 5.00 PM</b>
Place of Submission of Bids	Procurement Section, RGUKT, Basar, Nirmal-504107
Submission of Bids	Two Bid System : The two bid system will be followed for this tender. In this system bidder must submit their offer in separate sealed envelopes as – Technical Bid and Commercial Bid. Both the technical bid and commercial bid envelopes should be clearly marked as "Envelope No. 1 - Technical Bid" and "Envelope No. 2 - Commercial Bid" and both these sealed covers are to be put in a bigger cover which should also be sealed and duly super scribed with our Tender No. & Due Date and to be submitted to the concern department/section mentioned in tender document.
Opening Date & Time of tender	<b>21.08.2023 at 11:00 AM.</b>
Tender Fees(non refundable)	Rs.1000(Rupees One Thousand Only) in the form of Demand Draft in favor of 'The Director RGUKT Basar' payable at Basar
Earnest Money Deposit	Rs.30, 000 (Rupees Thirty Thousand Only) in the form of Demand Draft in favor of 'The Director RGUKT Basar' payable at Basar
Place of Opening Tender	AB-III Conference Hall, RGUKT Basar
E-Mail ID	<a href="mailto:procurement@rgukt.ac.in">procurement@rgukt.ac.in</a>

Director

## SECTION 2 – ELIGIBILITY CRITERIA

1. The bidder should have existence of Health sector for minimum period of 3 years. – (Enclose copy of Certificate of Incorporation/Registration Certificate of the firm.)
2. Enclose copy of PAN CARD of the firm.
3. Enclose Bidder's Information. **Annexure I.**
4. The bidder must not be blacklisted/Suspended or any service related dispute with any organization/Govt. Organizations/ Bank in India or outside India. **Annexure II.**
5. The bidder should accept EOI Terms & Conditions- **Annexure III.**
6. The bidder must have experience of supplying Medical Equipments to various Government/Semi- Government/PSU/Private Firms during last three years. Enclose copy of at least 2 (two) purchase orders or completion certificates/invoices which is more than Rs.200,000/- each. – **Annexure IV.**
7. The bidder must have Annual Business average Turnover of minimum Rs.10 lakhs in the last two Financial years i.e. 2021-22 & 2022-23. **-Annexure V.**  
**(Enclose copy of Audited Annual Accounts or Chartered Accountant certificate for turnover for the last two years).**
8. The bidder should have submitted filed ITR copy for last two years i.e. A.Y. 2021- 22 & A.Y. 2022- 23. **-Annexure V. (Enclose copy of Acknowledgments.)**
9. Enclose copy of valid GST Registration certificate.
10. Enclose Copy of ISO Certificate

**Director**

### **SECTION 3 – INSTRUCTIONS TO BIDDERS**

#### **A) PREPARATION AND SUBMISSION OF BID:**

1. The Bid must be enclosed in a SEALED COVER super scribing Tender number / due date & should reach the undersigned on or before due date mentioned in the tender notice. If the bid cover is not sealed, it will be rejected.
2. The Bid should be dropped in the tender box kept in the office of concerned Department / Section mentioned in the tender. No tender is to be handed over to our staff personally unless otherwise specified. All communications are to be addressed to the undersigned only. In case due date happens to be holiday the bid will be accepted and opened on the next working day.
3. The bid can be submitted in person or through post/ courier (RGUKT Basar shall not be responsible for any postal delays or any other reason for not submitting the bid in the specified time and resulting in disqualification / rejection of any bid) so as to reach on or before the due date and time.
4. The leaflets catalogue, etc. should be sent invariably so that a proper evaluation of the equipment offered is possible.

#### **B) COST OF BIDDING:**

1. The Bidder shall bear all costs associated with the preparation and submission of its Bid and the Purchaser shall not be responsible or liable for those costs.

#### **C) VALIDITY OF THE BID: 180 Days from the date of submission of bid.**

#### **D) AMENDMENT OF BIDDING DOCUMENTS:**

1. At any time prior to the deadline for submission of bids, RGUKT Basar may, for any reason, whether on its own initiative or in response to the clarification request by a prospective BIDDER may modify the bid document.
2. All prospective BIDDER's who have downloaded the bidding document may visit RGUKT Basar, website for amendments / modifications which will be binding on them.

#### **E) DEADLINE FOR SUBMISSION OF BIDS:**

1. Bids must be received by RGUKT Basar before the due date and time at the address specified in the tender document. In the event of the specified date for the submission of bids being declared as a holiday for RGUKT Basar the bid closing deadline will stand extended to the next working day up to the same time.

#### **F) BID OPENING PROCESS:**

1. In the two bid system, The Technical Bid will be opened in the first instance in the presence of representatives of the bidders at RGUKT Basar.
2. Financial bids of only those bidders, whose bids are found technically qualified, by the Technical Evaluation Committee, will be opened in the presence of the vendor's representatives subsequently at a later date for further evaluation.
3. One authorized representative of each of the bidder would be permitted to be present at the time of aforementioned opening of the bids.
4. The authorized representative of bidders, present at the time of opening of the bids shall be required to sign an attendance register as a proof of having attended the commercial bid opening.

**G) EVALUATION OF BID:**

1. RGUKT Basar evaluates technical and commercial acceptable offers on landed net Price basis.
2. In case any BIDDER is silent on any clauses mentioned in this tender documents, RGUKT Basar shall construe that the BIDDER has accepted the clauses as per the invitation to tender and no further claim will be entertained.
3. No revision in the terms and conditions quoted in the offer will be entertained after the last date and time fixed for receipt of tenders.

**H) PRICE BID:**

1. Quoting of Price (s) : Price quoted should be in Indian Rupees, free delivery at RGUKT Basar Campus at site.
2. PRICE BID must be submitted in enclosed Price Bid Form only.
3. If the price is not quoted in Price Bid Form only provided in tender document then, RGUKT Basar will reject bid.
4. If supplier wish to give pricing details it may be attached in separate sheet.
5. In case of multiple options of same product, bidders are requested to quote only one best option and not multiple options.
6. Quantity: The quantity mentioned in the tender can be increased or decreased to any extent depending upon the actual requirement.

**I) CANCELLATION OF TENDER:**

1. Notwithstanding anything specified in this tender document, Purchaser i.e RGUKT Basar in his sole discretion, unconditionally and without assigning any reasons, reserves the rights:
  - a. To accept OR reject lowest tender or any other tender or all the tenders.
  - b. To accept any tender in full or in part.
  - c. To reject the tender offer not confirming to the tenders terms.
2. Offer which deviates from the vital conditions (as illustrates below) of the tender shall be rejected:
  - a. Non - submission of complete offers.
  - b. Receipt of offers after due date and time and or by email / fax (unless specified otherwise).
  - c. Receipt of offers in open conditions.
3. Conditional Tenders and Unsigned Tenders will also be rejected.

**J) DELIVERY:**

1. The successful BIDDER should deliver the material as per tender document/purchase order. The successful bidder should emboss stickers of purchase order number on the material.

**Director**

## **SECTION 4 – CONDITIONS OF CONTRACT**

### **A) AWARD OF CONTRACT:**

1. The bidder with lowest net bundled price (BOQ) or lowest price of the individual item shall be awarded the contract. RGUKT Basar reserve right to take decision.
2. The bidder will be abiding by all the Terms & Conditions of the Tender Document.

### **B) EARNEST MONEY DEPOSIT:**

While submitting bid, the BIDDER shall deposit an amount mentioned in tender document as Earnest Money, with the RGUKT Basar through the following instruments:

1. Tender Fee of Rs.1000/- (Rs. One Thousand Only) in the form of Demand Draft in the favour of 'The Director RGUKT Basar' payable at Basar to be submitted in Technical Bid. Failing which, submitted bid will be rejected.
2. Earnest Money Deposit (EMD) of Rs. 30,000/- (Rs. Thirty Thousand Only) in the form of Demand Draft in the favour of 'The Director RGUKT Basar' payable at Basar to be submitted in Technical Bid. Failing which, submitted bid will be rejected.
3. The Earnest Money shall be valid upto a period of 90 days or the complete conclusion of the contractual obligations to the complete satisfaction of both the BIDDER and the BUYER, including warranty period, whichever is later.
4. No interest shall be payable by the BUYER to the BIDDER on Earnest Money for the period of its currency.
5. No exemption for any kind of firm/agency

### **C) TERMS OF PAYMENT:**

1. 100% Payment will be made within 30 days after delivery and acceptance certificate from concerned department.
2. Payment shall be made by Cheque or such other mode / electronic fund transfer offered by the bank.
3. No payment will be admissible for goods rejected.

### **D) PENALTY:**

1. Timely delivery is essence of the contract and hence if any consignment be delayed, liquidated damages at the rate 0.5% of the price of the delayed consignment, for each week or part whereof shall be levied and recovered subject to maximum of 5% of total purchase order value.

**E) DELIVERY:**

1. Free delivery at RGUKT Basar. Delivery should be made within 15 days from the date of issue of Purchase order. Non-availability of the stock should be informed in writing immediately. No part supply will be allowed. Defective items or items not as per given brands or samples, if any supplied must be taken back and be replaced with no additional cost.

**F) FORCE MAJEURE:**

1. Force Majeure will be accepted on adequate proof thereof.

**G) LEGAL MATTER:**

1. In the event of any dispute over this contract, RGUKT basar decision shall be final and binding.

**Address for Submission:**

To  
Procurement Section,  
RGUKT, Basar,  
Nirmal Dist, Telangana-504017 on or before 18.08.2023 by 05:00 PM



## SECTION 5- ANNEXURES

### ANNEXURE-I: bidder's information (on company / firm's Letterhead)

Details of the bidders:		
1	Name of The Bidder	
2	Address of The Bidder	
3	Status of the Company (Public Ltd./ Pvt. Ltd.)	
4	Valid GST Registration No.	
5	Details of the Incorporation of the Company	Date: Reference Document:
6	Permanent Account No. (PAN)	
7	Name & Designation of the Contact person to whom all references shall be made regarding this tender.	
8	Telephone No. (with STD Code)	
9	Email Address of the Contact person	
10	Phone No	

**Signature** :

**Name** :

**Office Address** :

**Contact Details** :

**Affix Rubber Stamp** :

**ANNEXURE II – DECLARATION REGARDING CLEAN TRACK**  
**Declaration of Clean Track Record (On Company / firm's Letterhead)**

To,  
The Director  
RGUKT Basar  
Sir,

Date:

**Re: EOI No. RGUKT-B/Health Center/Medical Equipment/2023-24 dated July 2023 for  
“Procurement of Medical Equipment”.**

I/we carefully gone through the Terms & Conditions contained in the above referred EOI. I/we hereby declare that my company / firm is not currently debarred / black listed/convicted by any Government / Semi Government Organizations / Institutions/private in India or abroad. I/we further certify that I'm competent officer in my company /firm to make this declaration.  
Or

I/we declare the following

No.	Country in which the company is debarred / blacklisted / case is pending	Black listed / debarred by Government / Semi Government Organizations / Institutions/ Private hospitals	Reason	Since and when for how long
1				
2				
3				

(NOTE: In case the company / firm was blacklisted previously, please provide the details regarding Period for which the company / firm was blacklisted and the reason/s for the same)

(Signature of the bidder)  
Printed Name Designation Seal:  
Date:  
Business Address:

**ANNEXURE III: DECLARATION FOR ACCEPTANCE OF EOI TERMS AND  
CONDITIONS (On Company / firm's Letterhead)**

To,  
The Director  
RGUKT Basar

Date:

Sir,

**Re: EOI No. RGUKT-B/Health Center/Medical Equipment/2023-24 dated July 2023 for  
"Procurement of Medical Equipment".**

I/we carefully gone through the Terms & Conditions as mentioned in the above referred EOI Document. I/we declare that all the provisions of this EOI are acceptable to my company. I/we further certify that I'm an authorized signatory of my company and am therefore, competent to make this declaration.

Yours faithfully,

(Signature of the bidder)  
Printed Name Designation Seal

Date:

Business Address:

**ANNEXURE A-IV: EXPERIENCE IN SIMILAR WORK** (On Company / firm's Letterhead)

To,  
The Director  
RGUKT Basar

Date:

Sir,

**Re: EOI No. RGUKT-B/Health Center/Medical Equipment/2023-24 dated July 2023 for  
"Procurement of Medical Equipment".**

Brief particulars of the similar supply done in last three years : (Please attach copy of at least 2 (two) purchase orders or completion certificates or invoices of more than Rs.200,000/- for our reference).

<b>S. No.</b>	<b>Name of Institution</b>	<b>Purchase Order No. &amp; Date</b>	<b>Amount of Purchase order</b>	<b>Details of Contact person (Name, Add &amp; Contact No.)</b>
<b>1</b>				
<b>2</b>				
<b>3</b>				
<b>4</b>				
<b>5</b>				

**Note: Copies to be attached**

Yours faithfully,

(Signature of the bidder)  
Printed Name Designation Seal  
Date:  
Business Address:  
Encl: As above

**ANNEXURE A-V: DECLARATION OF ANNUAL TURNOVER AND INCOME TAX  
RETURN (On Company / firm's Letterhead)**

To,  
The Director  
RGUKT Basar  
Sir,

Date:

**Re: EOI No. RGUKT-B/Health Center/Medical Equipment/2023-24 dated July 2023 for  
"Procurement of Medical Equipment".**

- 1) I/we hereby declare that, our firm's Annual Turnover as follows, and I/we have also supported an Audited Accounts for your references :

F.Y. 2021-22	F.Y. 2022-23

And,

1. I/we hereby declare that, our firm had filed Income Tax Returns for last two year's i.e. A.Y. 2021- 22 & A.Y. 2022-23. Supported by copy of ITR of two years.

Yours faithfully,

(Signature of the bidder)  
Printed Name Designation Seal

Date:

Business Address:

Encl: As above

**SECTION 6: TECHNICAL BID**

S. No	EQUIPMENT NAME	Item Code /Brand name or substantially equivalent	Qty No's	Materials to attached wherever can supply Yes/ No [Please v]	
				YES	NO
1.	O T LAMP (MINOR)		1		
2.	ECG MACHINE		1		
3.	PULSE OXYMETER CELLS		10		
4.	TORCH LIGHT		5		
6.	GLUCO METER (ONE TOUCH)		2		
7.	GLUCO METER STRIPS		25		
8.	SURGICAL BLADES NO.11		1		
9.	SURGICAL BLADES NO.22		1		
10.	CUTICELL C (FOR DRESSING PURPOSE)		10		
11.	BLANT FORCEPS		3		
12.	ENT EQUIPMENTS		1		
13.	RUBBER SHEET		1		
14.	GREEN CLOTH		50		
17.	ALLOUT REFILLS		10		
18.	DUSTBINS BIG SIZE		10		
19.	DUSTBINS SMALL SIZE		10		
20.	DETTOL HAND WASH		20		
21.	CATTLE FOR TEA, MILK, HOT WATER		2		
22.	THARMOS FLASK		2		
23.	HOT, COLD WATER DISPENSER		2		
24.	STRETCHER WITH O2 SETUP		2		
25.	THARMAL GUN CELLS		20		
30.	HAND TOWELS		10		
34.	AMBU BAG SETUP		2		
35.	HOT WATER BAG		4		
36.	SUCTION MACHINE		1		
37.	BP OPERATOR BULBS		10		
38.	BP OPERATOR CUFFS		10		
39.	WEIGHT MACHINE (BIG SIZE)		2		
40.	NEBULIZER MACHINE		5		
41.	MEDICATION TRAY		2		
42.	NURSES ROOM TABLE		1		
43.	STAFF APRONS(WHITE)		15		
44.	CARDIAC TABLE		4		
45.	I V STANDS		10		
46.	CENTRAL CURTAIN IN EMERGENCY ROOM		2		
47.	CURTAIN STAND FOR EXAMINATION		2		
48.	SAVLON ANTISEPTIC DISINFECTANT LIQUID		10		
49.	ECG TROLLY		1		
50.	BRAIN CIRCUIT		2		
51.	BT CYLENDERS		4		
52.	TOURNIQUITS		10		
53.	AMBU BAG WITH FACE MASK (ADULTS & PEDIATRICS)		2		
54.	NEBULIZER SETUP AT AMBULANCE		1		
55.	INFANS VEIN IMAGING RED LIGHT TORCH		2		

**SECTION 7 - COMMERCIAL BID**

Supplier's Ref. No. &amp; Date:-

Tender No:-

Due Date:-

S.NO	Description of Item	Brand name and product code	Qty (A)	Unit Price in (Rs.)	GST (%)	Total unit Price in (Rs.)(B)	Total Price (A*B)
1.	O T LAMP (MINOR)		1				
2.	ECG MACHINE		1				
3.	PULSE OXYMETER CELLS		10				
4.	TORCH LIGHT		5				
6.	GLUCO METER (ONE TOUCH)		2				
7.	GLUCO METER STRIPS		25				
8.	SURGICAL BLADES NO.11		1				
9.	SURGICAL BLADES NO.22		1				
10.	CUTICELL C (FOR DRESSING PURPOSE)		10				
11.	BLANT FORCEPS		3				
12.	ENT EQUIPMENTS		1				
13.	RUBBER SHEET		1				
14.	GREEN CLOTH		50				
17.	ALLOUT REFILLS		10				
18.	DUSTBINS BIG SIZE		10				
19.	DUSTBINS SMALL SIZE		10				
20.	DETTOL HAND WASH		20				
21.	CATTLE FOR TEA, MILK, HOT WATER		2				
22.	THARMOS FLASK		2				
23.	HOT, COLD WATER DISPENSER		2				
24.	STRETCHER WITH O2 SETUP		2				
25.	THARMAL GUN CELLS		20				
30.	HAND TOWELS		10				
34.	AMBU BAG SETUP		2				
35.	HOT WATER BAG		4				
36.	SUCTION MACHINE		1				

37.	BP OPERATOR BULBS		10					
38.	BP OPERATOR CUFFS		10					
39.	WEIGHT MACHINE (BIG SIZE)		2					
40.	NEBULIZER MACHINE		5					
41.	MEDICATION TRAY		2					
42.	NURSES ROOM TABLE		1					
43.	STAFF APRONS(WHITE)		15					
44.	CARDIAC TABLE		4					
45.	I V STANDS		10					
46.	CENTRAL CURTAIN IN EMERGENCY ROOM		2					
47.	CURTAIN STAND FOR EXAMINATION		2					
48.	SAVLON ANTISEPTIC DISINFECTANT LIQUID		10					
49.	ECG TROLLY		1					
50.	BRAIN CIRCUIT		2					
51.	BT CYLINDERS		4					
52.	TOURNIQUITS		10					
53.	AMBU BAG WITH FACE MASK (ADULTS & PEDIATRICS)		2					
54.	NEBULIZER SETUP AT AMBULANCE		1					
55.	INFANS VEIN IMAGING RED LIGHT TORCH		2					
Grand Total								

- Add additional sheets if bidder wishes to quote for more items



- Delivery Mode: Delivery at Stores RGUKT Basar, at the site
- Total bid price should be inclusive of all taxes and levies, transport, loading, unloading etc.
- Delivery period: Materials should be delivered within 15 days after received the Purchase Order.
- Quotation Validity Date: Minimum 180 days from the date of Submission of quotation/tender
- Payment Term: Payment within 30 working days from the date of submission clear of bill with acceptance certificate from the concerned Dept./Sec./School/Centre.

Sign of bidder: - \_\_\_\_\_

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

Name of the bidder: - \_\_\_\_\_

Firm's Name: - \_\_\_\_\_

## SECTION 8 - CHECK LIST

The following items must be checked before the Bid is submitted:

1. Envelope "1"
  - a. Demand Draft for Rs.1000/- (Rs. One Thousand only) towards Tender fees Non refundable.
  - b. Demand Draft for Rs. 30,000/ (Rs. Thirty Thousand only) towards Earnest Money Deposit .
  - c. Eligibility Criteria Responses (each pages duly sealed and signed by the authorized signatory)
  - d. Copy of this EOI document duly sealed and signed by the authorized signatory on every page.
  - e. Annexure I : Bidder's Information
  - f. Annexure II : Declaration Regarding Clean Track by Bidder
  - g. Annexure III : Declaration for Acceptance of EOI Terms and Conditions
  - h. Annexure IV : Experience in similar work
  - i. Annexure V : Declaration Of Annual Turnover And Income Tax Return

2. Envelope "2"
  - a. Technical Bid :

Each items properly mention brand name with product code and must be filled **Materials to attached wherever can supply** Yes/ No [Please v] if not properly mention may rejected technically.

3. Envelope "3"
  - a. Commercial Bid:

Your quotation must be submitted in three envelopes (Envelope 1) and Technical Bid (Envelope 2) and Commercial Bid (Envelope 3) are super scribing on three the envelopes the Tender no. and the due date and all three these sealed covers are to be put in a bigger cover which should also be sealed and duly super scribed with our Tender No. & Due Date and send to above mention address.