

# Govt. Medical College



&

## Associated Hospitals Jammu

**Name of the Group: Annual Maintenance Contract of EPBAX System  
installed at Govt. Medical College Hospital Jammu  
and SMGS Hospital Jammu  
(w.e.f. 15-10-2010 to 14-10-2011)**

### IMPORTANT DATES

GR No : \_\_\_\_\_  
Dated : \_\_\_\_\_

Last Date for Sale of Tenders : 07-10-2010 upto 04.00 PM  
Last Date for receipt of Tenders: 08-10-2010 upto 04.00 PM  
Date of opening of Tenders : 09-10-2010 at 01.00 p.m.  
Or any other date convenient to the committee.

Contains:-

A. Financial Bid.	01	Pages
B. Check List	01	Pages
B. Terms & Conditions	03	Pages
C. Letter of Acceptance	01	Pages
<b>Total 06 Pages</b>		

**GOVERNMENT MEDICAL COLLEGE JAMMU.**

**TENDER NOTICE NO: 09 OF 2010.**

For and on behalf of the Governor of Jammu & Kashmir State, Sealed Tenders affixed with Rs.5/- Revenue Stamp are invited from the registered EPABX/Intercom dealer/manufacturer experienced in providing AMC services and in a position to undertake the services as specified in the tender document for **Annual Maintenance Contract of EPBAX System installed at Govt. Medical College Hospital Jammu and SMGS Hospital Jammu (w.e.f. 15-10-2010 to 14-10-2011)** as per the details given in the tender documents (Tender Form, Terms & Conditions of Tender Notice) from those firm(s) who are registered with Health & Medical Education Department, Jammu & Kashmir. These tender documents can be had on the written request during all working days upto 07-10-2010 against the Non-refundable cash amount of Rs. 500/- from the office of the "PRINCIPAL GOVT. MEDICAL COLLEGE, JAMMU (Office of the Purchase Committee)". The GR should be attached with the tender.

Name of the Group	Make and Model of the Machine	Amount of CDR
Annual Maintenance Contract of EPBAX System installed at Govt. Medical College Hospital Jammu (w.e.f. 15-10-2010 to 14-10-2011)	Make: <u>Intellicon Pvt. Ltd.</u> Model: <u>KAREL DS 200</u>	Rs. 5,000/-
Annual Maintenance Contract of EPBAX System installed at SMGS Hospital Jammu (w.e.f. 15-10-2010 to 14-10-2011)	Make : <u>NELCO</u> Model: <u>00128</u>	Rs. 5,000/-

The rate contract thus issued shall be valid for a period of 12 months, extendable for a further period of 90 days from the issue of Rate Contract or till such time the new Rate Contract is finalized and issued, whichever be earlier.

The Tender document should be accompanied with the earnest money of Rs. 5,000/- only in the shape of CDR (Call Deposit Receipt only) for each hospital from any reputed Bank pledged in favour of Principal Govt. Medical College Jammu. **FDR (Fixed Deposit Receipt) shall not be accepted in place of CDR, in any case.**

The details of the Tender document are also available on the official website of Govt. Medical College & Associated Hospital i.e [www.gmcahjammu.org](http://www.gmcahjammu.org). The tender not fulfilling the laid down terms & conditions will be outrightly rejected.

The Principal, Govt. Medical College Jammu reserves the right to reject any or all the offers received without assigning any reason at any stage.

**The intending tenderers may visit the site for inspection of the equipment with prior permission before submitting the tenders.**

NO BANK DRAFT/INDIAN POSTAL ORDER WILL BE ACCEPTED.

**Scheduled Dates:-**

- |   |  |
|---|--|
| 1. Last date for sale of Tender Documents | 07-10-2010 upto 04.00 PM   |
| 2. Last date for submission of Tenders    | 08-10-2010 upto 04:00 PM   |
| 3. Opening of tenders                     | 09.10-2010 at 1.00 pm<br>or any other date convenient to the committee |

The Tender committee will not be held responsible for any postal delay.

**Member Secretary  
Institutional Tender Committee  
Govt. Medical College, Jammu**

No: GMC/NIT/ Tender/EPBAX/2010-11/

Dated:-

**Copy to the :-**

- Principal Govt. Medical College Jammu for information.
- Director Radio Kashmir Jammu for information and with request to please broad cast the extract of NIT in the Air for two days.
- Medical Superintendent SMGS Hospital/Medical College Hospital / CD/ Psy. Hospital for information
- Joint Director Deptt. of Information for inf. He is requested to please get the notice published on priority basis in two leading dailies of State Level for wider publicity of the notice and send the cutting for conformation.
- General Manager, Ranbir Govt. Press Jammu for inf. and necessary action with the request to please publish the aforesaid NIT in the Govt. Gazette in order to give the NIT a wide publicity.
- Notice Board / Office File

GOVT. MEDICAL COLLEGE & ASSOCIATED HOSPITALS.

**Annual Maintenance Contract of EPBAX System  
installed at Govt. Medical College Hospital Jammu and SMGS Hospital Jammu**

(w.e.f. 01-10-2010 to 30-09-2011)

Amount of CDR : Rs 10,000/-

**Tender Fee** : Rs 500/-

**A. FINANCIAL BID : RATES SHOULD BE TYPED AND LAMINATED WITH TRANSPARENT TAPE FREE FROM ANY CUTTING**

Particular	Make and Model of the Machine	Rates quoted inclusive of all taxes and charges
<b>Annual Maintenance Contract of EPBAX System installed at Govt. Medical College Hospital Jammu including cabling faults</b> (w.e.f. 15-10-2010 to 14-10-2011)	<b>Make:</b> <u>Intellicon Pvt. Ltd.</u> <b>Model:</b> <u>KAREL DS 200</u> <b>Specifications:</b> 208 extensions and 32 junctions expandable to 984 port with one operator console, ISDN and Networking (Analog & Digital) compatible with 08 port integrated voice mail and also with FCBC suitable for 08 hours backup and CLI facility on Digital as well as Analog Phone.	
<b>Annual Maintenance Contract of EPBAX System installed at SMGS Hospital Jammu including cabling faults</b> (w.e.f. 15-10-2010 to 14-10-2011)	<b>Make :</b> <u>NELCO</u> <b>Model:</b> <u>00128</u> <b>Specifications:</b> (Based on C-Dot Technology) MDF, Cabnit Critical Cards, Surge Current Protection on Junction lines  (Including operator console and other accessories)	

Note:- Service tax etc. shall be charged as applicable under rules.

- The successful tenderer shall be liable to attend the faults reported within 12 hours
- The successful tenderer shall have to pay minimum 100 breakdown calls.
- Atleast one preventive maintenance call, on monthly basis, shall be made by the successful tender.
- Payment shall be made to the successful tenderer on quarterly basis.
- If the successful tenderer fails to attend the fault reported beyond 24 hours it will be considered as down time and the period shall be counted towards end date of the Maintenance Contract without any extra charge besides imposing a suitable penalty upto Rs. 500/- per day, beyond 24 hrs of fault reported. The amount of penalty, if imposed, shall be deducted from the bills submitted by the firm.

Seal & Signature of the tenderer

In acceptance.

**TERMS & CONDITIONS OF THE CONTRACT.**

1. The tenderer should be registered to the Health and Medical Education Department, Jammu & Kashmir.

2. The approved contractor shall carefully examine the terms & conditions. In case of any doubts, he shall before signing the contract refer to the Officer-in-charge and get clarifications. After signing the documents no communications regarding change in terms & conditions shall be entertained.
3. Tenderers having experience in the line shall be preferred
4. The tender on the prescribed proforma shall be submitted in a single big size envelop containing two small envelops **one each for original and duplicate with proper seal**. Tenders not accompanied with the following latest documents alongwith other requisite documents at the time of submission of tenders are liable to be rejected by the competent authority :-
  - i) Earnest money deposits in the shape of CDR for Rs. 5,000/- from any reputed Bank pledged in the Name of Principal Govt. Medical College Jammu, for each hospital. Please note that the tender Number, its due date and complete address of the firms should also be written **on the back side of the CDR so as to ensure its safe** return to the unsuccessful or successful tenderers after completion of the contract) as the case may be.
  - ii) Latest income tax clearance certificates valid at the time of opening of the tender issued by the respective competent authority under relevant tax act and the amendments made thereafter from time to time.
5. **Non- Blacklisting Declaration:** The tenderer shall furnish a non-black listing certificate that the firm has not been blacklisted in the past by any Govt./ Private institution. The tenderer has to give an affidavit on non-judicial stamp paper duly attested of Rs. 10/- that there is no vigilance/CBI/Court case pending against the firm and has not been blacklisted in the past.
6. The tender documents should be page marked and bearing signature with seal on each and every page.
7. **Rates Quoted should be typed/ printed and free from fluiding/cutting and overwriting. No hand written quotation will be accepted. All pages of the documents submitted should be numbered & total number of pages indicated in the index. Transparent tape/ lamination should be applied on the quoted rates.**
8. **Details of documents enclosed with the tender forms should be mentioned in Proper Index serial wise duly flagged on the front page of your quotation/ reference letter.**
9.
  - i) The document submitted by the firm with the tender form will be opened in public in the presence of tenderers/ firms representatives and the officers opening the tender will sign the tenders price and other important features.
  - ii) The tenderer/ authorized representatives should point out to the Chairman tender opening committee on date of opening of tenders embitterment if any at the time of opening tenders. Thereafter the tenderer/ authorized representative will have no

legal right to confer or to represent on one ground or the other. All the documents attached with the tender should be self attested by the authorized signatory of the firm with seal.

10. No conditional tender shall be accepted. The committee reserves right to accept or reject any tender/ quotation without assigning any reasons thereof.
11. The Successful tenderer are bound to stick on the rates once quoted by them and once approved by the tender committee.
12. The Contract shall be approved for a period of twelve months from the date of issue of the contract, which can be extended, for a period upto 90 days or till new contract is finalized, under the circumstances beyond control.
13. The successful contractor will enter into an agreement with the Medical Superintendent of the Hospital before allotment of the contract.
14. Before entering into the agreement, the EPBAX system in total alongwith, Float Charger, Batteries and telephone instruments etc. in working order shall be handed over to the successful tenderer.
15. The maintenance service consists of preventive and corrective maintenance and includes carrying out of necessary repairs and fittings of replacement parts. Replacement of tepephone cable, if found necessary, shall be made by the tenderer however, charges on account of purchase of cable shall be made by the department or the cable shall be provided to firm for replacement.
16. The Medical Superintendent of the Hospitals may incorporate any other suitable "Terms & Conditions" to form the ingredients of the agreement.
17. The contractor shall ensure that the faulty system(s) shall be made fully functional within 12 hours from the date of report of fault. The down- time of the equipments device shall not exceed ONE working day, in any case.
18. In case, the equipments as mentioned are not functional, beyond the allowed maximum downtime of one day, the firm shall make alternate arrangement immediately, until the faulty equipment are repaired
19. In any case, the defective equipments will have to be repaired within one day failing which penalty will be imposed, on the discretion of the Principal, Govt. Medical College Jammu and get the fault repaired from an outside agency and recover the costs from the contractor, if the contractor fails to attend the fault as per specified schedule above.
20. At the end of contract period, the contractor shall ensure that the equipments originally contracted for maintenance shall be in full working condition, as per original specifications, failing which the security deposit will be forfeited and no further payment will be made.

21. It shall be the liability of the contractor firm to carry out on-site corrective maintenance and in no case it shall be allowed to take the machines out of the campus without the permission of the concerned authorities. The contractor firm will have to report to the Officer In-charge (Telephone Exchange) any fault attended. They may have to report on holidays and after normal working hours during emergencies for which no extra charges would be paid.
22. Payment for services shall be made at the end of each quarter on receipt of the bill from the contractor. The contractor shall submit with their bill reports on a quarterly basis to Medical Officer Incharge Telephone Exchange all the machines serviced / repaired / maintained during the quarter along with, log book, call slips / service slips / maintenance slips duly signed by the authorities of the concerned hospital.
23. The services have to be provided F.O.R. basis.
24. The Principal, Govt. Medical College Jammu reserves the right to place the order on any Tenderer in whole or in part, or to split the order amongst more than one tenderer.
25. Any loss / damage suffered by the Govt. Medical College Hospital Jammu during the performance of the AMC by the contractor shall have to be made good by the contractor to the entire satisfaction of the authorities.
26. If the contractor violates any of these terms and conditions, he shall be liable to forfeit the whole or a part of security deposit as decided by Principal, Govt. Medical College Jammu and the contract may be cancelled.
27. The Principal, Govt. Medical College Jammu have the right to terminate the Rate Contract at any time on the grounds which he deems fit in the wider Public Interest.
28. Any dispute arising out of this rate contract shall be referred to the Secretary to Govt. Health & Medical Education Deptt. Jammu/ Srinagar whose decision there on shall be final and binding upon the parties and no further correspondence / action on this account shall be made.
29. The tender committee will not be held responsible for any postal delay, if the tenders are sent by registered post
30. All other conditions laid down in J&K Financial Rules, Financial Code vol I & II shall remain in force.

#### **UNDERTAKING.**

We do hereby agree to abide by all the conditions mentioned in the tender documents (All the pages of the documents have been signed by us in token of our acceptance of the "Condition of the contract" and are without any cutting/ overwriting)

Sig. & Seal of the Tenderer  
alongwith Full address

UNDERTAKING/ LETTER OF ACCEPTANCE

Sir,

- a. I / we do agree for all clauses, terms and conditions of the tender documents.
- b. I / we agree to abide the contract for a period of **one year** to provide the services from the date of award of the contract which may be extended by the committee till new rate contract is finalized.
- c. I / we declare that no legal / financial irregularities involving the Proprietor/ Partner of the applicant (s) / firm are pending.
- d. I / we declare that our financial position is sound and we are competent to execute the contract.
- e. I / we declare that we will not ask/ expect any financial assistance from the Govt. of Jammu & Kashmir State.

## CHECKLIST

<b>S. No.</b>	<b>Documents</b>	<b>Annexure No.</b>	<b>Page No.</b>
1	CDR/FDR Worth Rs. 5,000/- for each hospital		
2.	Undertaking/Letter of Acceptance		
2	Financial Bid		
3	Experience Certificate.		
4	Non Black listing Declaration.		
5.	Income Tax clearance certificate		
6.	Performance certificate from the concerned Authorities		
	<b>Total No. of pages</b>		