



## **National Institute of Electronics and Information Technology (NIELIT) Shillong**

(An Autonomous Scientific Society under Department of Electronics and Information Technology,  
Ministry of Communications and Information Technology, Govt. of India)

**Tender No:** NIELIT/SHL/MEL/Equip/2K14/178/522

**Dated:** 13<sup>th</sup> February, 2015

### **NOTICE INVITING TENDER (NIT)**

Sealed tenders are invited from Government registered firms fulfilling all terms and conditions for supply of Medical Electronics Equipments at '**National Institute of Electronics and Information Technology (NIELIT) Shillong**'. The estimated cost of the tender is Rs 2.20 Lakh. Firms willing to participate in the tender may download the tender documents from any of the following websites (1) [www.shillong.nielit.gov.in](http://www.shillong.nielit.gov.in) (2) [www.nielit.gov.in](http://www.nielit.gov.in) (3) [www.eprocure.gov.in](http://www.eprocure.gov.in). The tender will close on 10<sup>th</sup> March'2015 (Tuesday) at 1:00 P.M at NIELIT Shillong and will be opened on the same day at 2:00 P.M at NIELIT Shillong.

For further details please contact NIELIT Shillong located at 2<sup>nd</sup> Floor, Meghalaya State Housing Financing Cooperative Society Ltd. Building, Behind Bethany Hospital, Nongrim Hills, Shillong-793003, Meghalaya, Ph. no: 0364-2520166/177 (2 lines), FAX No: 0364-2520163.

**Sd/-**  
**Director in-charge**  
**NIELIT Shillong**

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**1. INVITATION OF TENDER**

National Institute of Electronics and Information Technology (NIELIT) Shillong is inviting a Tender for supply of Medical Electronics Equipments at its office located at 2<sup>nd</sup> Floor, Meghalaya State Housing Financing Cooperative Society Ltd. Building, Behind Bethany Hospital, Nongrim Hills, Shillong-793003, Meghalaya. Interested suppliers fulfilling all terms and conditions may participate and submit the tender documents.

**2. FEE FOR TENDER DOCUMENTS**

The cost of tender documents is Rs 1,000/- (Rupees One Thousand Only). This fee shall be paid in the form of Demand Draft issued by a nationalized/scheduled commercial bank, drawn in favour of "NIELIT Shillong-Main A/C" payable at Shillong, Meghalaya. The Cost of Tender document is non-refundable and shall be submitted along with the technical bid of the tender document.

**3. ESTIMATED COST:**

The estimated cost of the tender is **Rs 2.20 Lakh** (Rupees Two Lakh Twenty Thousand Only).

**4. EARNEST MONEY DEPOSIT**

An Earnest Money Deposit (EMD) should be submitted in the Technical bid of the tender, without which the tender shall be invalid. The amount of EMD will be **Rs 4,400** (Rupees Four Thousand Four Hundred Only) payable in the form of Demand Draft issued by a nationalized/scheduled commercial bank, drawn in favour of "NIELIT Shillong-Main A/C" Payable at Shillong, Meghalaya.

In case of unsuccessful bidder, the EMD will be refunded to them against written application without any interest accrued thereon at the earliest and after the acceptance of the contract by the successful bidder.

**In case of successful bidder**, after acceptance of the work order, the EMD shall be refunded on receipt of the Performance Bank Guarantee (PBG). Performance Security should be for an amount of **Rs 22,000/-** (Rupees Twenty Two Thousand only) from any nationalized/scheduled commercial bank, drawn in favour of "**The Director-in-charge, NIELIT Shillong**" enforceable at Shillong for safeguarding the interest in all respects.

The PBG shall remain valid for the period of the contract (i.e., 2 years) with additional 60 days for claim lodgment. The PBG will be forfeited in case of non-fulfillment of any of the terms & conditions of the contract and for compensating any loss suffered.

**5. DETAILS OF MEDICAL ELECTRONICS EQUIPMENTS TO BE SUPPLIED**

The details of Medical Electronics Equipments to be supplied at NIELIT Shillong are given at **ANNEXURE-I**.

**6. TERMS AND CONDITIONS**

Only those bidders who fulfill the following terms and conditions may submit their bids:-

1. The bids will be accepted till **1.00 PM** on **March 10, 2015** and will be opened at **2.00 PM** on the same day in the presence of bidders if present.
2. The sealed envelope containing the bid should be addressed to **The Director-in-charge, National Institute of Electronics and Information Technology (NIELIT) Shillong, 2<sup>nd</sup> Floor, Meghalaya State Housing Financing Cooperative Society Ltd. Building, Behind Bethany Hospital, Nongrim Hills, Shillong-793003, Meghalaya** and should reach his Office on or before the due date & time.

3. Late bids shall not be entertained and no correspondence in this regard shall be entertained.
- Experience of having successfully completed similar works during last 7 (seven) years ending last day of month previous to the one in which applications are invited should be either of the following:
- a) Three similar completed works costing not less than the amount equal to 40% of the estimated cost,
  - or
  - b) Two similar completed works costing not less than the amount equal to 50% of the estimated cost,
  - or
  - c) One similar completed work costing not less than the amount equal to 80% of the estimated cost.
4. The rates quoted should be F.O.R. at NIELIT Shillong be inclusive of freight/packing/forwarding and other incidental charges etc.
5. The firm should have valid PAN No., VAT/CST Registration, Service Tax Registration no. and Experience Certificate (if any) of similar work and value in the N/E region during the last 3(three) years.
6. Non-Tribal Tenderer must having valid Trade License (to be enclosed).
7. Quotation with overwriting, alternations will not be considered. **Only typed/printed quotations/hand written** will be accepted.
8. The rates quoted have to be valid up to 1 (one) year from the date of opening of financial bid.
9. Warranty period shall be as per the norms of the original manufacturer and applicable from the date of successful installation and commissioning of equipment.
10. NIELIT Shillong shall be under no obligation to accept the lowest quotation.
11. The supply of equipments not as per order or as per specifications will be rejected and returned at the cost of supplier and the EMD will be forfeited.
12. Statutory taxes and duties will be deducted at source as per government norms.
13. NIELIT Shillong may allow extension of time if in his opinion the works are delayed by reasons beyond the control of supplier.
14. Penalty will be imposed for delay in supply of equipments will be as follows:
- a. For delay in between 1-5 days = 5% of ordered value
  - b. For delay in between 6-10 days = 10% of ordered value
  - c. For delay beyond 10 days = 15% of ordered value
15. Payment Terms:
- No advance payment shall be made under any circumstance
- Bills should be submitted (in triplicate) after successful completion of Work along with completion certification issued by competent authority of NIELIT Shillong.
16. It will be binding on the part of the successful bidder to supply and install the goods at the quoted rates failing which the name of the firm will be removed from the suppliers list and no further inquiries would be sent/ entertained.
17. The Repeat order, if any, will be placed within six month for the date of issue of original order and the quantity of repeat order will not be more than 50% of the original order and have to be executed by the suppliers on same term & condition.
18. Details of the Taxes as applicable should be mentioned in the quotation clearly. In case of any ambiguity, prices will be considered as inclusive of all taxes.
19. In case any dispute arises between NIELIT Shillong and bidder, the decision of the Competent Authority of NIELIT Shillong shall be binding and final.
20. All disputes lie within the jurisdiction of High Court of Meghalaya.
21. The Bidder is liable to compensate NIELIT Shillong for any loss suffered. All penalties imposed should be deposited by the Contractor immediately or may be deducted from any amount due to the Contractor.
22. Items are to be quoted in Indian Rupees (INR) only.
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23. No quotation will be accepted by fax, e-mail, telex, or any other such means.
24. Incomplete quotations are liable to be rejected
25. In case of any discrepancy between rates mentioned in figures and words, the latter shall prevail.
26. Conditional tenders, on whatsoever ground, shall not be accepted and shall be summarily rejected.
27. The Competent Authority of NIELIT Shillong reserves the right to reject all or any tender without assigning any reason whatsoever.

**b) MANDATORY DOCUMENTS TO BE SUBMITTED**

The bidders are required to submit the following self certified copy of documents along with the Technical bid. The documents are:-

- a) Certificate of Registration of firm.
- b) Proof of office address (telephone bill, electricity bill etc.)
- c) Trade license for Non-tribals.
- d) Details of Bank Account of the firm. A cancelled cheque of the account of the firm to be enclosed.
- e) PAN Card.
- f) VAT/CST Registration no.
- g) Service Tax Registration no.
- h) Annual Turnover Certificate of last 3 (three) financial year duly certified by the Chartered Accountants.
- i) IT Return and Audited Balance Sheet of the last 3 years.
- j) Non-relation certificate with the employees of NIELIT Shillong.
- k) Not blacklisted certificate in the form of affidavit.
- l) An Undertaking by supplier for Acceptance & Compliance of all terms & conditions mentioned in this tender.
- m) List of clients where the equipments had been supplied and Satisfactory Completion certificate from all existing clients.

**c) TYPE OF BIDS TO BE SUBMITTED**

The envelope containing the bids should be in sealed cover and must be marked "**Tender For Supply of Medical Electronics Equipments at NIELIT Shillong**". The bids should be submitted in the Technical Bid and Financial Bid packed in separate covers duly superscribed with 'Technical Bid' or 'Financial Bids' as the case may be and then sealed in a single cover duly superscribed with "**Tender For Supply of Medical Electronics Equipments at NIELIT Shillong**".

**d) BID OPENING AND EVALUATION**

All the bids will be opened and evaluated as per standard procedure & time, date and place as mentioned above by a committee constituted by the Competent Authority of NIELIT Shillong in the presence of the participating bidders, if any. Only one authorized representative from each bidder will be allowed to attend the bid opening and evaluation process on submission of the authorization letter.

In case the date fixed for opening of bids is subsequently declared as holiday by the government or the office remains closed on that day for any other reason, the bids will be opened on next working day, the time and venue remaining unaltered. The evaluation committee will first open and evaluate the 'Technical Bids' of the bidders. 'Financial Bids' of only those bidders who qualify in the 'Technical Bids' shall be opened.

Further, the Competent Authority of NIELIT Shillong reserves the right to disqualify any or all the bids without assigning any reasons thereof.

**e) SIGNING OF CONTRACT**

The selected bidder shall be required to enter into a contract with NIELIT Shillong within 7 (Seven) days of the award of the contract. The contract will be for a period of 2 (two) years which will be in force w. e. f. the date of signing the contract.

**f) BREACH FOR NON-PERFORMANCE OF THE CONTRACT**

The competent authority of NIELIT Shillong reserves the right to breach the contract in case of non-performance of the contract i.e., non-execution of contract on time.

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**ANNEXURE - I**  
**Details of Medical Electronics Equipments to be supplied at NIELIT Shillong**

Sl. NO.	Name of Equipment	Specification	Quantity
1.	Portable Suction Unit	<ul style="list-style-type: none"> <li>• Size: 38x17x28.5 cm, weight 5.1 kg</li> <li>• Power supply: 230-240V/50Hz or 12 V DC supply</li> <li>• Vacuum capacity: 18 liters/min</li> <li>• Maximum depression: -75kPa (-563mmHg)</li> <li>• Working temperature range: +5 to +40°C</li> <li>• Battery: Rechargeable lead acid</li> </ul>	1 no.
2.	ECG machine	<ul style="list-style-type: none"> <li>• Should be PC based</li> <li>• Shock simulator</li> <li>• 8- channel based</li> <li>• Should have 14 bit AD converter</li> <li>• Should have &gt; 110 dB CMRR</li> <li>• Should have safety certificate from competent authority</li> </ul>	1 no.
3	ECG Simulator	<ul style="list-style-type: none"> <li>• Size Height: 11.2 cm (4.4 in); Width: 10.0 cm (3.9 in); Depth: 3.4 cm (1.4 in)</li> <li>• Weight 0.4 kg</li> <li>• Temperature, Operating 15 to 35 °C (59 to 95 °F)</li> <li>• Temperature, Storage 0 to 50 °C (32 to 122 °F)</li> <li>• Battery Power Supply Voltage - 9 VDC Power Consumption &lt; 70 mA Battery Life &gt; 7 hours</li> </ul>	1 no.
4	Blood Pressure Measuring Machine (Digital)	<ul style="list-style-type: none"> <li>• Dimension of 1.2" (d) x 2.4" (w) x 2.6" (h) (30 x 60 x 65 mm)</li> <li>• Battery operated</li> <li>• Battery life approx. 400 measurement</li> <li>• Memory 100 readings</li> <li>• Pressurization Automatic, using micropump</li> <li>• Operating Environment 50° to 104°F (10° to 40°C)</li> <li>• Pressure range: 20mmHg to 280 mmHg; Pulse: 40 to 200 pulses/minute</li> <li>• Accuracy Pressure: ±3 mmHg or 2%, whichever is greater; Pulse: ±5%</li> <li>• Type Oscillometric</li> </ul>	1 no.

**ANNEXURE-II**

**(To be submitted on letterhead of the firm)**

**To: Director-in-Charge,**  
 NIELIT shillong  
 2<sup>nd</sup> floor, MSHFCS Ltd Building,  
 Behind Bethany Hospital, Upper Nongrim Hills,  
 Shillong-793003, Meghalaya

**Sub: Submission of technical bid for supply of Medical Electronics Equipments at NIELIT Shillong.**

**Ref: Your tender no. NIELIT/SHL/MEL/Equip/2K14/178/522** dated: 19<sup>th</sup> February'2015.

**Sir,**

With response to your tender mentioned above, the technical bid of our firm for supply of Medical Electronics Equipments at NIELIT Shillong is submitted herewith along with the following mandatory documents as mentioned in the tender documents.

SL NO.	DOCUMENTS NEED TO BE SUBMITTED	WHETHER SUBMITTED (Tick YES/NO)		Ref. Page No.	RELEVANT DETAILS	REMARKS
		YES	NO			
01	Tender Document fee	YES	NO		<b>DD No:</b> <b>Date:</b> <b>Bank Name:</b> <b>Amount: Rs 1,000/-</b> <b>In Favour of: NIELIT Shillong-Main A/C</b> <b>Payable at: Shillong, Meghalaya</b>	
02	Earnest Money Deposit (EMD)	YES	NO		<b>DD No:</b> <b>Date:</b> <b>Bank Name:</b> <b>Amount: Rs 4400/-</b> <b>In Favour of: NIELIT Shillong-Main A/C</b> <b>Payable at: Shillong, Meghalaya</b>	
03	Certificate of Registration of Firm	YES	NO			
04	Proof of office address (telephone bill, electricity bill etc.)	YES	NO			
05	Trade license.	YES	NO			
06	Details of Bank Account of the firm. <b>A cancelled cheque of the account of the firm to be enclosed.</b>	YES	NO			
07	PAN Card	YES	NO			
08	VAT/CST Registration no.	YES	NO			
09	Service Tax Registration Number.	YES	NO			



**NIELIT/SHL/MEL/Equip/2K14/178/522** **Dated: 13/02/2015**  
**TENDER FOR SUPPLY OF MEDICAL ELECTRONICS EQUIPMENTS AT NIELIT SHILLONG**

<b>10</b>	Annual Turnover Certificate of last 3 (three) financial year duly certified by the Chartered Accountants	YES	NO			
<b>11</b>	IT returns and Audited Balance Sheet of the last 3 years.	YES	NO			
<b>12</b>	Non-relation certificate with the employees of NIELIT Shillong.	YES	NO			
<b>13</b>	Not blacklisted certificate as mentioned earlier in the form of affidavit.	YES	NO			
<b>14</b>	An Undertaking by the agency for Acceptance & Compliance of all terms & conditions mentioned in this tender.	YES	NO			
<b>15</b>	List of clients where the equipments had been supplied and Satisfactory Completion certificate from all existing clients	YES	NO			

Thanking you,  
Yours faithfully,

Signature of authorized signatory

Date:-

(Seal of the firm)

**ANNEXURE-III**

**(To be submitted on letterhead of the firm)**

**To: Director-in-Charge,**  
NIELIT Shillong  
2<sup>nd</sup> floor, MSHFCS Ltd Building,  
Behind Bethany Hospital, Upper Nongrim Hills,  
Shillong-793003, Meghalaya

**Sub: Submission of financial bid for supply of Medical Electronics Equipments at NIELIT Shillong.**

**Ref: Your tender no. NIELIT/SHL/MEL/Equip/2K14/178/522 dated: 13<sup>th</sup> February'2015.**

**Sir,**

With response to your tender mentioned above, the technical bid of our firm for supply of Medical Electronics Equipments at NIELIT Shillong is submitted herewith along with the following mandatory documents as mentioned in the tender documents.

Sl. NO.	Name of Equipment	Specification	Quantity (in no.)	Rates Rs
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		<ul style="list-style-type: none"> <li>• Temperature, Storage 0 to 50 °C (32 to 122 °F)</li> <li>• Battery Power Supply Voltage - 9 VDC Power Consumption &lt; 70 mA Battery Life &gt; 7 hours</li> </ul>		
4	Blood Pressure Measuring Machine (Digital)	<ul style="list-style-type: none"> <li>• Dimension of 1.2" (d) x 2.4" (w) x 2.6" (h) (30 x 60 x 65 mm)</li> <li>• Battery operated</li> <li>• Battery life approx. 400 measurement</li> <li>• Memory 100 readings</li> <li>• Pressurization Automatic, using micropump</li> <li>• Operating Environment 50° to 104°F (10° to 40°C)</li> <li>• Pressure range: 20mmHg to 280 mmHg; Pulse: 40 to 200 pulses/minute</li> <li>• Accuracy Pressure: ±3 mmHg or 2%, whichever is greater; Pulse: ±5%</li> <li>• Type Oscillometric</li> </ul>	1 no.	
				Total

Thanking you,  
Yours faithfully,

Signature of authorized signatory

Date:-

(Seal of the firm)