

GENERAL AND SPECIAL TERMS & CONDITIONS OF TENDER

- The bidder should be manufacturer of the equipment/system of required specifications as specified in the Schedule of Requirements including Specifications and Allied Technical Details.

OR

- The bidder should be authorized dealer / distributor of the manufacturer of quoted brands of the item of required specifications as specified in the Schedule of Requirements including Specifications and Allied Technical Details to quote on behalf of their manufacturer, in case manufacturer does not quote directly. In such a case, the authorized dealer shall have to submit relevant 'Authorized Dealership' certificate from the manufacturer showing validity period.
- In case a dealer is participating in a tender on behalf of one manufacturer, he is not allowed to participate / quote on behalf of another manufacturer in this tender or in a parallel tender for the same item. All such bids with same make / manufacture will be rejected.
- Hard copy of following supporting documents forming part of Techno-Commercial bids shall be submitted physically in separate sealed envelope bearing on the top the reference of the Tender to the Secretary, Liver Foundation West Bengal, Kolkata on or before the due date and time.
 - i) Documents submitted in the Cover 1: Technical Bid.
 - ii) Documents submitted in the Cover 2: Price Bid
- The total cost of the equipment / instrument / system must come with inbuilt 3 years' comprehensive warranty at no extra cost (Financial Bid) and 2 years' non-comprehensive warranty charge should be mentioned.
- The maximum response time during the warranty would be 48 hrs. 0.1% of FOB Cost as penalty per week till the warranty would be applicable.
- The bidder must certify that the item will be kept under Annual Maintenance Contract at least for a period of 5 years after the expiry of the comprehensive Warranty Period and the necessary consumable and non-consumable parts shall be made available for carrying out preventive maintenance and remove the defects.
- The reasonable Annual Maintenance Service Charges (both Comprehensive and Non-Comprehensive) after the end of comprehensive warranty must be fixed / indicated in the Financial Bid, separately. In case the same could not be submitted in the financial bid.
- Submission of self-attested copy of PAN in the name of firm/ proprietor.
- Submission of self-attested copy of GST registration certificate with valid GSTIN. No.

- The Bidder should not have been banned / de-listed / black listed / debarred from business by Government of India or any State Governments of India.
- The Bidder shall bear all costs associated with the preparation and submission of his bid, and the Purchaser will in no case be responsible or liable for these costs.
- Earnest Money Deposit (EMD) / Bid Security: Tender should be accompanied by "Bid Security Declaration" wherein the participating agency should undertake 'That if they withdraw or modify their bids during period of validity etc., they will be suspended for the time, as may be decided by Liver Foundation, West Bengal.
- The offers should be kept valid for acceptance for a period up to 21st January, 2024. The last date for receipt of tender documents is 04.00 PM on 21th January, 2023, which would be opened online on 27th January, 2023 at 01.00 PM. You have to submit your document at the head office of Liver Foundation, West Bengal. The address is Chatterjee International Centre, Floor -16, Flat- 12, 33 A J N Road, Kolkata - 700071.
- The successful tenderers will have to enter into an Agreement and submit Bank Guarantee equivalent to 3% of the purchase / contract cost (towards security and performance) which will be retained for a period of sixty days beyond the expiry of the Warranty period.
- The complete work of supply, installation, testing and commissioning should be completed within the period of 8 weeks from the date of receiving the confirmed order.
- The prices should be quoted in the form provided in the tender document only and nowhere else. Bid/offer prices shown anywhere except in Financial Bid will be rejected (Financial Bid).
- Conditional offers will not be accepted and are liable to be rejected without any further reference.
- The bidders must provide complete circuit diagrams, wiring diagrams, component layout diagrams, Service/Maintenance manuals and component identification catalogue along with equipment free of charge in case order is placed to them. Also supplier to provide Technical Maintenance/Service training at manufacturing unit or principal company to our Technical Officer Instrumentation. All Expenses for travel, Accommodation etc. to be borne by the supplier or company to whom order is placed
- The Financial Bid (Price Bid) shall be submitted separately in conformity with the tender specifications. The financial cover shall contain price bid in the enclosed "Schedule of Quantities & Prices". The basic rate may be quoted either in Indian Rupee / US Dollars / Euro.
- 24. The Purchaser reserves the right to itself to postpone and/or extend the date of receipt or to withdraw the Bid notice, without assigning any reason thereof, entirely at its discretion. In such an event, bidders shall not be entitled to any compensation, in any form whatsoever
- The Purchaser will open the Bids on 24th January,2023. Initially, the 'Technical Bid' shall be opened and the 'Price Bid' of only those bidders, whose Technical bid is

acceptable to the Purchaser, shall be opened subsequently. The decision of the Purchaser is final and binding in this regard. During bid evaluation, the Purchaser may ask the bidder for clarification of its bid. The request for clarification and the response shall be in writing.

- The Purchaser reserves the right to accept or reject any bid, or cancel/ withdraw invitation to Bid for any reason and reject all bids at any time prior to the award of Contract, without thereby incurring any liability to the affected Bidder or Bidders.
- The Purchaser shall not be bound to accept the lowest or any bid and reserves to itself the right of accepting whole or a portion of any of the bid as it may deem fit, without assigning any reason thereof.
- Canvassing in any form or any approach, official or otherwise, by the Bidder to influence the consideration of his bid shall render the bid liable to summarily rejection.
- It is expected from the Bidders/ Suppliers that they will observe the highest standard of ethics during the procurement and execution of such contracts.
- A Bid may be rejected by the Purchaser if it is determined at any stage that the respective Bidder has engaged in corrupt, fraudulent, collusive and coercive practices as mentioned above in competing for the contract in question.