**TATA MEMORIAL CENTRE**

**HOMI BHABHA CANCER HOSPITAL**

**Sangrur,Punjab - 148001**

**Tender Notice No.: -- HBCH/CAMC/Printers/2021-22/PT0831.03.2021**

Sealed Tenders in two bids (i.e. Technical Bid Part ‘A’ and Financial Bid Part ‘B’) are invited by the Director, Tata Memorial Centre, Homi Bhabha Cancer Hospital,Sangrur- 148001 for the following work from the contractors having adequate experience and capabilities to execute such magnitude of similar works for the period of two years i.e. from01/05/2022 to 30/04/2024.

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| --- | --- | --- | --- | --- |
| Sr. No. | Name of work | Approx. Estimated Cost for 2 Years  | E.M.D. | Tender Cost |
| 1 | Comprehensive Annual Maintenance Service Contract for Printer & Scanner for the period of two years from 01/05/2022 to 30/04/2024. | **Rs.6,00,000/-**  | **Rs.12000/-** | **Rs. 500/- (Cash)** |

* Date of sale of tender documents : From – 01.04.2022 to 16.04.2022

Excluding Sundays & Holidays.

* Date of submission of Tender : on or before 18.04.2022 upto 04.30 p.m.
* Tender to be submitted to : Purchase Dept., Room No. 114, Old Bldg.

 Homi Bhabha Cancer Hospital, District Civil Hospital Campus,

 Sangrur, Punjab – 148 001

* Date of Tender Opening

**(Technical Bid) Part ‘A’** : on 20.04.2022-at 10:30 a.m. onwards

* Validity of Tender :90 days

Tender documents containing all the details can be obtained from the office of Purchase Dept., Room No. 114, Old Bldg., Homi Bhabha Cancer Hospital, District Civil Hospital Campus, Sangrur, Punjab – 148 001. on all working days from Monday to Saturday between 10.00 a.m. to 04.00 p.m. except Sunday & Holidays on the payment of Rs.500/- (Rupees Five Hundred Only) by Cash (non-refundable) at our Cash Counter (HBCH,Sangrur). Also, tender document downloaded from website has to pay Rs. 500/- (Rupees Five Hundred Only) in cash) at our Cash Counter (HBCH,Sangrur).Cash Receipt need to be produced to Purchase Dept., for obtaining tender documents. Whereas, for download of tender document, cash receipt of Rs. 500/- is to be shown at the time of submitting tender. In case the last date of sale and / or the date of receipt and opening of tender is declared as Holiday, the respective dates shall be treated as postponed to the next working day, correspondingly.

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**Any bidder fulfilling the following condition can collect / download the tender documents and can bid for it. However, this fulfillment will be verified during technical evaluation. If any bidder found not fulfilling condition mentioned below, will be rejected during technical evaluation.**

1. Vendor should have at least 2 years of experience in providing CMC services.
2. Engineers should be permanent employees of vendor and not from any franchisee of the vendor.
3. Vendor should have making profit for last 2 years and total turnover of the firm should be minimum of rupees 20 lakh for each year. Audited Balance Sheet & Profit & Loss Account (amount in Rupees) for last two years should be submitted.

Tender shall be quote as per our requirements & schedule of quantitiesin the enclosed schedule only.

**Part ‘B’** Containing financial bid of tender will be opened at a later. The date of opening of Financial Bid (**Part ‘B’)** of tender will be communicated to successful person who are technically qualified.

Conditional Tender offer shall not be considered.

Tenders should be addressed to the Director, TMC, Tata Memorial Centre,Homi Bhabha Cancer Hospital,Sangrur 148001, along with receipt of Earnest Money Deposit (EMD) of **Rs. 12000/-** only in the form of Demand Draft of any Scheduled Bank in favour of “Tata Memorial centre” payable at Sangrur.Cheques and Bank Guarantees for Earnest Money Deposit will not be accepted. Original receipt of the EMD should be submitted alongwith Technical Bid.

It is responsibility of the bidders to see that complete bidding, documents are deposited to Purchase Dept., Homi Bhabha Cancer Hospital, Sangrur on or before the date and time mentioned above for submission of tender, failing which the bid would be considered late and rejected. Mere handing over of the bidding documents at receipt counter or at any other counter or room or person cannot be considered as submission of bid.

The contractor shall be required to deposit an amount equal to 5% of the tendered value of the contract as Performance Security Deposit within the period prescribed for commencement of work in the letter of award issued to successful bidder. Performance Security may be accepted as Bank Guarantee of Scheduled Banks and State Bank of India or F. D. Receipt of the State Bank of India or Scheduled Bank in favour of Tata Memorial centre. The Performance Security should be valid till end of contract period plus 3 months thereafter.

In case the maintenance & services not found satisfactory to our satisfaction the contract will be terminated by giving 30 days notice, and the Performance Security Deposit shall stand forfeited without prejudice to rights to take any other action under the terms of contract.

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The contractor shall not claim any increase in rates due to rise in cost of raw materials, operational cost etc., and all inclusive charges accepted shall be firm throughout the currency of the contract.

Income Tax & Surcharge as applicable thereon, will be deducted from the total value of work done as per directives of Ministry of Finance. A certificate for such deduction will be issued to you by Accounts Deptt. on request in writing.

The contractor shall abide by the general directives, and conditions of the Contract and contract Health Regulations or any other directives issued by the Management/State/Central Government any other statutory body at any time during the execution of contract. All the liabilities arising out of the any provision of labour acts in force and enacted from time to time shall be contractor’s responsibility.

The contractor shall be required to obtain a license from the Commissioner of Labour under the Contractor Labour (Regulation & Abolition) Act 1970 immediately and to observe and abide strictly by the rules and regulations frame there under, in case the said Act is applicable.

Contractor shall have to comply with all local State/Central and other Government rules, regulations bye-laws etc. and shall be responsible for payment for all fees, duties taxes etc. and such other dues or charges which may be liable under this contract.

The Director, TMC (Homi Bhabha Cancer Hospital, Sangrur)reserves the right to accept the work in full or in part or reject the tender in full or in part without assigning any reason thereof.

**Sd/-**

**TATA MEMORIAL CENTRE**

**HOMI BHABHA CANCER HOSPITAL**

**SANGRUR,PUNJAB – 148001.**

**Tender Notice No.: --HBCH/CAMC/Printers/2021-22/PT0831.03.2021**

Name of work: Comprehensive Annual Maintenance Service Contract for Printers& Scanners

of various departments in HBCH,Sangrur for the period of two years from 01/05/2022 to 30/04/2024.

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**SCOPE OF WORK, TERMS & CONDITIONS OF THE CONTRACT**

1. CAMC of Printers& Scanners should be 2 years onsite Comprehensive.
2. Services of printers& Scanner (CAMC) provided by the vendor should be 6 days a week(Monday to Saturday) from 9:00 hrs. to 19:00hrs.
3. A Comprehensive inventory of replacement parts and/or the complete unit in sufficient numbers i.e. **Printers & Scanners** should be maintained in the institute to resolve the problem in the shortest time.
4. The scope of the contract includes replacement/rectification of a part or whole of the product or loss of any part in the product on account of negligence attributable of the vendor.
5. The vendor may please noted that the contract will be under observation from time to time and continuation of this contract up to 30/04/2024 will be depended on the submission of performance report from I.T., Sangrur & duly certified IT., Dept. HBCH Sangrur. During the period if it is observed that the vendor performance is not satisfactory, the contract will be terminated by giving one month prior notice to you.
6. The CAMC should cover repair/replacement of all parts of printers& scanners including Printer Heads and Plastic parts, Fuser assembly (Teflon, pressure roller and heating element etc) maintenance kits, logic board/ power supply board, power adapter, scanner assembly, pick up rollers, separation pads, image transfer rollers etc.
7. The vendor should reinstate or replace the malfunctioning / nonfunctioning part or whole of the product with new and genuine working part or whole of the product of a matching configuration of the same brand. In case of non availability of a part from the same brand, the available part with higher level specification or whole of the product of the same brand should be considered.
8. Call logging & daily / weekly / monthly reporting is mandatory.
9. Payment: Quarterly (after completion of three months period) on satisfactory servicing and certified by I.T.Dept., HBCH Sangrur.
10. For Printers& Scanners, if the problem could not be resolved on the site and unit need to be shifted for repair centre (transport charges for shifting of faulty units to the repair centre will be borne by service provider/CMC vendor), an alternate equipment of the same type should be made available to the user in the shortest time, till the period the original equipment with satisfactory performance is restored on the user desktop.
11. The contractor shall be responsible for the proper performance of their employees who would be deployed by them for execution of work.The contractor will be responsible for any loss suffered by the centre consequent upon the performance of their employees in the discharge of their duties related to their work.
12. The printers& scanners which are going out of warranty during the tenure of the contract will be entered into CMC on pro-rata basis. The list of computers will be provided by I.T.Dept. from time to time. Also, there are certain computers which are going to be scrapped during the tenure of contract will be removed from CMC as and when required as intimated by IT, Dept.

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**CONTRACTORS SIGNATURE WITH SEAL**

**(FINANCIAL BID (PART ‘B’)**

**TATA MEMORIAL CENTRE**

**HOMI BHABHA CANCER HOSPITAL**

**SANGRUR,PUNJAB – 148001.**

**Tender Notice No.: -- HBCH/CAMC/Printers/2021-22/PT08 31.03.2021**

 **Name of work**: Comprehensive Annual Maintenance Service Contract for Printers & Scanners of various departments for the period of Two Years

 i.e. from 01/05/2022 to 30/04/2024.

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**SCHEDULE OF QUANTITIES**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sr. No.** | **Type of Printer** | **MAKE** | **Approx Qty.** | **Rate (Rs.) per printer per year** | **Rate per Annum (Rs)** |
| 1) | LASER JET PRO M401N | HP | 15 |  |  |
| 2) | INKJET 2520HC | HP | 5 |  |  |
| 3) | LASER JET PRO M202DW | HP | 1 |  |  |
| 4) | LASERJET P1108 | HP | 1 |  |  |
| 5) | LASERJET COLOUR M251 | HP | 1 |  |  |
| 6) | LASERJET PRO MFP M226DN | HP | 1 |  |  |
| 7) | LASERJET COLOUR ENTR. M750 | HP | 1 |  |  |
| 8) | LASERJET PRO 400COLOUR M451DN | HP | 1 |  |  |
| 9) | EPSON L210 | EPSON | 1 |  |  |
| 10) | SCANNER SCANJET 3000 S2 | HP | 1 |  |  |
| 11) | LASERJET M403D | HP | 15 |  |  |
| 12) | LASERJET M403DN | HP | 5 |  |  |
| 13) | INKJET 5000 | HP | 5 |  |  |
| 14) | INKJET 3830 | HP | 2 |  |  |
| 15) | INKJET 5272 | HP | 1 |  |  |
| 16) | INKJET 4123 | HP | 2 |  |  |
| 17) | INKJET 6075 | HP | 1 |  |  |
| 18) | SCANNER SCANJET 3000 S3 | HP | 2 |  |  |
|  |  |  | TOTAL Rupees per annum: |  |

**Per Annum Rs.** -----------------------------------------**x 2 Years = Rs.---------------------------------------(For 2 years)**

**Inclusive of GST / Exclusive of GST. (Please Tick(√) which is applicable)**

Note : A) If GST inclusive/ exclusive quoted then bidder should mention GST % included/ excluded in basic unit

 price.

 **CONTRACTOR/S SIGNATURE & SEAL**

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