



Instructions to Bidders

1. The agency is advised to visit the proposed site to understand the nature of work, and work scope from the concerned in charge/HOD before submitting the tender.
2. The agency should have valid License / Registrations whichever are applicable by law and required for providing services mentioned in this tender.
3. The tender is not transferable.
4. The agency must bid for whole quantity. Partial bidding will not be accepted and will not be considered for further process.
5. Assigning or Subletting full or any portion of the contract shall not be allowed under any circumstances.
6. The bidder must quote the prices strictly in the matter as indicated in the document, failing which tender is liable for rejection. Conditional tender will be rejected.
7. The Prices quoted should be having inclusive of all applicable taxes and all other applicable charges related with providing services mentioned in tender.
8. Tenders offer shall be valid for a period of 60 days from the date of opening of tender.
9. HIMSR does not bind to accept the lowest or any tender and reserves the right to accept or reject any or all the tenders, either in whole or in part, without assigning any reasons thereof. HIMSR may finalize the agency based on the criteria which deemed to be fit as per HIMSR requirements.
10. Direct or indirect canvassing in any form is strictly prohibited.

SEAL & SIGNATURE OF BIDDER



GENERAL TERMS & CONDITIONS

Job Description: For the supplying, making & installing wooden cabinets in the laborites rooms and RNTCP dot Centre of the Microbiology department on the ground & basement floor of HAHC Hospital Block-A.

Tender type: ONE BID

- (i) Technical Specification: As per Annexure-I and the bidder can also submitted supporting documents/leaflet/catalogue etc.
 - (ii) Price Bid : As per Annexure-II
1. Tender Fee : Rs. 1000/- (**Name of “HIMSR”**)
 2. Earnest Money Deposit (EMD): Not applicable
 3. Validity: 90 days from the date of opening of the tender, offer valid for a shorter period shall be treated as unresponsive & rejected.
 4. F.O.R.: HAH Centenary Hospital, HIMSR, Hamdard Nagar, New Delhi-110062, Door Delivery duly unloading.
 5. Delivery Period: Within 15-20 days from the date of issue of Purchase/work Order.
 6. Warranty should be applicable for 1 years from the date of satisfactory completion of said works.
 7. If any defect is found in the work & spare parts it should be replaced immediately.
 8. All Sections & pages of the tender documents strictly should be signed, name and sealed by bidder firm.
 9. Details of similar works executed in Higher Educational Institutions, hospitals, or Working agencies at HIMSR. Please attached the minimum three compilations certificate of 80% of the work value during the last two financial years.
 10. The payment will be made within 45-60 days from the satisfactory completion of the said work after the submission of the original invoice.
 11. The successful firm shall have to undertake the job for supply the items after getting orders from the HIMSR.
 12. The HIMSR reserves the right to reject any or all tenders without assigning any reason thereof.
 13. Jurisdiction of Delhi Courts only shall be for all legal disputes.

SEAL & SIGNATURE OF BIDDER