

Corporate and Registered Office,

HLL Bhavan, Poojappura,

Thiruvananthapuram– 695 012

Kerala, India.

Phone: 0471 – 2354949

Website: [www.lifecarehll.com](http://www.lifecarehll.com)

## *Invitation for Bids*

***Supply of Point of Care Automated Immuno Assay Analyser on Reagent Rental Basis***

Date : **27th April 2015**

IFB No. : HLL/CHO/HCS/PROC/2015-16/072/TENDER 9

**The schedule of the bid is given below.**

**Last date and time for receipt of bids : 15.00 Hrs on 06.05.2015**

**Time and date of opening of Technical Bid : 15.30 Hrs on 06.05.2015**

***Sub: Supply of Point of Care Automated Immuno Assay Analyser on Reagent Rental Basis***

Healthcare Services Division of HLL Lifecare Limited, for the Hindlabs Diagnostic Laboratory at Calicut, invites sealed tenders, from eligible and qualified bidders for supply and installation of Point of Care Automated Immuno Assay Analyser on Reagent Rental Basis. Eligible bidders are requested to submit their best offer along with complete technical details, Commercial terms & conditions as per this tender document.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sl.No** | **Tender No.** | **Qty** | **EMD(in Rs.)** | **Item Description** |
| 1. | 9 | 1 | 10,000/- | Point of care automated Immuno Assay Analyser |

Quotation should be sealed and super scribed with tender number and address to:

**The Senior Manager (Procurement)**

**Healthcare Services Division**

**HLL Lifecare Limited.**

**HLL Bhavan, Poojappura**

**Trivandrum, Kerala-695012**

**INSTRUCTIONS TO BIDDER**

Tender should be submitted in two parts, Part – I (Technical Bid) & Part – II (Financial Bid). Envelop of Part – I should be super scribed as “**Tender for Supply & Installation of Point of Care Automated Immuno Assay Analyser on Reagent Rental Basis , Part – I Technical Bid**” and Envelop of Part – II should be super scribed as “**Tender for Point of Care Automated Immuno Assay Analyser, Part – II Financial Bid”.**

Refer Annexure 2 for technical bid format & Annexure 3 for financial bid format

1. **Pre – Qualification Criteria:**

a) Only manufacturer(s) or their sole authorized distributor / agent are eligible to bid. Authorization letter from Original Equipment Manufacturer (OEM) in favour of authorized Agent to bid / negotiate / conclude the order against this tender, must be enclosed with technical bid. A sample authorisation letter is attached as Annexure – 4.

The tenderer should have a minimum 03 (three) years of experience for supply & successful installation of goods of similar specifications. Atleast 02 (two) latest satisfactory installation reports must be enclosed with the technical bid.

The tenderer should not have been debarred or blacklisted by any Central / State Government Departments of India.

Signed & stamped compliance sheet of the technical specification of the goods with technical printed literature mentioning all the terms & conditions clearly, must be enclosed with the technical bid.

Tenders should state categorically whether they have fully trained technical staff for installation / commissioning of the equipment and efficient after sales service.

The tenderer shall submit the copy of the tender document and addenda thereto, if any, with each page should be signed and stamped to confirm the acceptance of the entire term & conditions of the tender.

The bid will be summarily rejected in case any or all of the following;

* + - 1. The bid with conditional and ambiguous clauses
      2. The bid without EMD

The tender of any tenderer, who has not complied with one or more of the conditions of pre-qualification criteria and / or fail to submit the required documents in prescribed format as mentioned / or required / or conditional tender are liable to be summarily rejected.

**2. Product Specification**:

Brand name/Model No and type of Product being offered by the Firm must be clearly mentioned in the offer. Tenderer should confirm that the product offered conform strictly to relevant specifications. Deviations, if any, are to be clearly mentioned. Complete product specifications, technical details, illustrations, literature, printed pamphlets/leaflets etc, must accompany the quotation. Leaflets, pamphlets, etc. shall be taken for information purpose only and shall not form part of the contract. The specifications of the Point of Care Automated Immuno Assay Analyserare given in **Annexure-1.**

**3. Earnest Money Deposit (EMD)**

a) The Bid shall be accompanied with an Earnest Money Deposit (EMD) of INR.**10,000.00** (Rupees Ten Thousand Only) in the form of a Demand Draft drawn in favour of **“HLL LIFECARE LIMITED,”** of any Nationalized /Scheduled bank payable at Thiruvananthapuram. Payment in any other form will not be accepted. Bid submitted without EMD shall be summarily rejected. No interest shall be paid on any of these deposits.

b) The EMD of the successful Bidder will be treated as Security Deposit and it will be returned after the completion of the warranty period.

c) The EMD of unsuccessful bidders will be returned as promptly as possible to them within one month of selection of successful bidder.

d) The EMD will be forfeited if;

i. The Bidder withdraws the bid during the period of bid validity.

**or**

ii. The Bidder fails to accept the Purchaser’s corrections of arithmetic

errors in the Bidder’s bid (if any),

**or**

(iii). The Successful Bidder fails to accomplish the task.

**4**. **Rate: Rate offered for each test parameter shall be at the CPRT (Cost per Reportable test), which shall cover all the necessary reagents, calibrators, cleaning and washing solutions.** Rates should be quoted in Indian Rupees (INR) on DOOR Delivery Basis Inclusive of all the Charges, with break-ups as:

- Basic Cost.

- VAT /CST as applicable.

- Total Cost

Price bid of technically qualified suppliers only will be opened and unopened price bids will be returned to the party.

**5.** **Validity:** The quoted rates must be valid for a period of 120 days from the date of closing of the tender. The overall offer for the assignment and bidder(s) quoted price shall remain unchanged during the period of validity. If the bidder quoted the validity shorter than the required period, the same will be treated as unresponsive and it may be rejected.

Successful bidder shall enter an MOU with HLL for the placement of equipment at HLL’s Path lab based on the accepted rate for a period of 5 years.

In case the tenderer withdraws, modifies or change his offer during the validity period, bid is liable to be rejected and the earnest money deposit shall be forfeited without assigning any reason thereof. The tenderer should also be ready to extend the validity, if required, without changing any terms, conditions etc. of their original tender.

1. **Delivery & Installation**

Equipment ordered should be delivered within one month from the date of the receipt of work order (WO). Satisfactory installation / commissioning and handover of the equipment shall be completed within 2 weeks from the date of receipt of the material at HLL premises and it will be ready to use within 12 weeks on faultless working condition from the date of receipt of WO or within such time as may be extended by HLL.

**Satisfactory Installation:** Satisfactory installation / commissioning and handing over of the equipment mean the faultless functioning of the equipment for a minimum period of 30 days after satisfactory installation.

**Liquidated Damages (LD):** If the supplier fails to perform the satisfactory installation / commissioning of the equipment and / or which is not ready to use within stipulated time then penalty at the rate of 1% per week subject to maximum of 10% of the order value will be deducted.

Penalty @ 0.5% per week’s delay subject to a maximum of 5% is applicable for delayed delivery.

1. **Training of Personnel:**

The supplier shall undertake to provide the technical training to the personnel involved in the use of the equipment at the Institute premises, immediately after completing the installation of the equipment for a minimum period of a one week at the company cost.

1. **Equipment maintenance**

The supplier shall be responsible to ensure that the equipment kept at HLL premises are maintained as per SOP and calibrated, to ensure that the results are accurate.

**Downtime: Equipment down time** more than 5% will not be permissible. For downtime exceeding 1%, penalty equal to 1/365 of the 5% of the order value per day may be imposed. Downtime will be counted from the date and time of the filing of complaint with in the business hours.

1. Payment will be released within 30 days from the date of receipt of invoice at HLL premises.

Where there is a statutory requirement for tax deduction at source, such deduction towards income tax and other tax as applicable will be made from the bills payable to the Supplier at rates as notified from time to time.

Prices quoted should be **‘Firm & final’** for free delivery at the sites mentioned in this tender document, mentioning the quantity, unit price, total amount and Applicable taxes etc clearly as per the price schedule enclosed (**Annexure-3**)

The prices quoted shall be valid for a period of 120 days from the date of opening of bids.

1. **TRANSIT INSURANCE:**

Rates quoted being door delivery basis, the Supplier shall be fully responsible till full material is received in good condition at consignee’s site. As such the Supplier shall despatch the material duly insured.

1. The bidder should have service support Center at Calicut. The contact details and contact number may be furnished along with the bid.
2. Bids shall be submitted latest by **15:00 Hrs on 06.05.2015** and the same **will be opened at 15:30 Hrs on the same day** at the above mentioned address in the presence of the representative of the bidder who choose to attend. Financial bid shall be opened on a later date after technical evaluation. Date and time of opening of financial bid shall be informed by email to all bidders.
3. If the bid opening day is declared as holiday for HLL, the bid will be opened at the next working day of HLL.
4. Any bid received after the deadline will be rejected.
5. HLL reserves the right to accept or reject any or all of the bids without assigning any reason whatsoever.
6. Any dispute arising out of the tender/bid document/ evaluation of bids/issue of purchase order shall be subject to the jurisdiction of the competent court at Thiruvananthapuram only.
7. The envelopes containing the bid shall be bearing the words “DO NOT OPEN BEFORE …….. “ (Here insert the time and date of bid opening).
8. No email or fax bids will be accepted
9. HLL Lifecare Ltd reserves the right to accept in part or in full or reject any or more quotation(s) without assigning any reasons or cancel the tendering process and reject all quotations at any time prior to award of contract, without incurring any liability, whatsoever to the affected bidder or bidder(s).
10. **Quantity:** The quantity of item given in the tender is tentative, which may be increased or decreased as per the requirement.
11. **Evaluation process:**

Evaluation of the proposals shall be done in two stages as:

**(a) Stage – I (Technical Evaluation):** Technical evaluation of the proposals shall be done in two stages as:

**Sub-Stage I(A) (Essential pre-qualification criteria):**

HLL will examine all the bid(s) to determine whether they qualify the essential pre-qualification criteria, whether tenderer has submitted the EMD with technical bid, whether all the documents as mentioned / or required in the tender to be submitted with technical bid, has submitted, whether all the documents are in prescribed format and has been properly signed & stamped and whether the bid are completed and generally in order.

Tender(s) who will not qualify Sub-Stage–A or conditional tender are to be treated as unresponsive and it may be rejected.

**Sub-Stage – I(B) (Technical Specification):**

HLL will examine the detailed technical specification of the quoted model, whether these are complying with the specification as mentioned in tender document.

The tender which are not compliance with the tender specifications will be summarily rejected.

After the evaluation of technical bid(s), a list of the tenderer(s) who qualify the technical evaluation (Sub – Stage – Ia & Ib) shall be made. Shortlisted tenderer(s) shall be informed for the date, time and place of opening of the financial bid(s) and they may depute their representative/s to attend the opening of the financial bid(s). The financial bid(s) of the only technically qualified tenderer(s) will be opened.

**(b) Stage – II (Financial Evaluation):** Financial bid(s) of the only technically qualified tenderer(s) will be opened for financial evaluation.

10. **Award of Contract:**

After due evaluation of the financial bid(s), HLL will award the contract to the lowest evaluated responsive tenderer (hereinafter referred to as the “Supplier”).

Thanking you,

Yours faithfully,

**Smitha.L.G**

**Senior Manager (P&QM)**

**Annexure 1.**

**Technical Specification for Point of Care Immuno Assay Analyser**

|  |  |
| --- | --- |
| **Name of Equipment** | **Specification** |
| **Point of care Immuno Assay Analyser** | * The analyzer should be able to measure critical markers in Emergency requirement like cardiac markers : CKMB, Myoglobin , Troponin I. * Sampling : Only by automated aspiration, No manual sampling or pipetting to avoid manual errors * The analyzer should have facility to mix the samples automatically. * The analyzer should have complete menu flexibility * The analyzer should be operated using cartridge/cassettes * The analyzer should have bar-coded cartridge / cassette for automated registration * The analyzer should perform individual parameters and calibration for selective parmeters. * The analyzer should have an onboard capacity of 150- 200 tests. * The analyzer should have a throughput of 20 tests/hour * The analyzer should be able to measure whole blood and plasma . * The analyzer should have facility to process 2 samples simultaneously * The analyzer should have integrated barcode reader to save time and reduce error from manual entry * The analyzer should have onboard printer. * The analyzer should allow the use of External keyboard /mouse for various operations. * The analyzer should be a closed system with no exposure to blood and no contacts with waste * The analyzer should have full connectivity with HIS / LIS * The analyzer should have an data back-up facility through USB DRIVE * The analyzer should have high data capacity - ~2,000 patient logs and ~ 5,000 calibration adjustment logs * The analyzer should measure lab quality results and correlation study report from lab analyzer should be submitted * Analyzer should have latest connectivity facility with Bi-directional communication option to the available LIS.   Platform:  Windows® XP Embedded  8” colour Touch screen with integrated bar code reader (for user id, samples and consumables) and on-board printer, USB, Ethernet connection and serial port  Optional: external mouse, external keyboard, and external barcode reader  Memory: Hard disk  Technology:  Fluorescence Spectroscopy .  Sample/waste Handling:  Closed system automated sample handling with no contact with patient blood or waste.  Vision system for detection of tube cap colour  Type of sample:  Whole blood/plasma/serum.  Automatic aspiration and mixing    Parameter:  Standard – cardiac : Troponin I,CKMB and Myoglobin  Throughput: 20 samples or more per hour. Onboard storage 200 tests or more.  Data Storage:  Patient Log: 2,000  Activity Log: 5,000  Calibration adjustment Log: 5,000  Unlimited and expandable:  With appropriate optional server based software management system  Quality Assurance:  Full QC support – statistical Levy Jenning, Westgaard rule  Calibration: Factory adjusted calibrator |

**Annexure 2**

**Inviting of sealed quotations for supply & installation of *Point of Care Automated Immuno Assay Analyser***

**TECHNICAL BID**

|  |  |
| --- | --- |
| Name of Firm/Contractor/Supplier |  |
| Complete Address &  Telephone No. |  |
| Name of Proprietor/Partner/Managing  Director/Director. |  |
| Phone & Mobile No. |  |
| Name and address of service centre near by  Calicut. |  |
| Whether the firm is a registered firm Yes/No (attached copy of certificate) |  |
| PAN No. (enclose the attested copy of PAN Card) |  |
| Service Tax No. (enclose the attested copy of Service Tax Certificate) |  |
| VAT No. (enclose the attested copy of VAT  Certificate) |  |
| Whether the firm has enclosed the Bank Draft/Pay  Order/Banker’s cheque as Earnest Money Deposit  as per Annexure ‘A’ |  |
| Whether the Firm/Agency has signed each and  every page of Tender/NIT |  |
| Please provide full list of consumables with rates. |  |
| Any other information, if necessary |  |

**Whether Annexure 1 is complied with (Yes/No)**

**Authorized signatory of the bidder with seal**

**ANNEXURE-3**

**Price Bid of reagent cartridges of *Point of Care Automated Immuno Assay Analyser*.**

**Note: Price offered shall be at Cost per reportable test (CPRT)**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **1** | **2** | **3** | **4** | | | |
|  |  |  | **Price per unit (Rs)** | | | |
| **Sl No** | **Brief description of goods** | **Qty**  **nos** | **Rate**  **(A)** | **Excise duty(if any)% and Value**  **(B)** | **Sales tax/VAT/Entry tax (if any)and % value**  **(C)** | **Unit Price (at consignee site basis)** |
|  |  |  |  |  |  |  |

**Total quoted price in Rs:-…………………………………………**

**In Words:-………………………………………………………………..**

**Place:-**

**Date:-**

**Name:-…………………………………………..**

**Business Address:-…………………………………………..**

**Signature of Bidder:-…………………………………………..**

**Seal of the Bidder:-…………………………………………..**

**Annexure 4.**

**FORMAT FOR MANUFACTURER’S AUTHORISATION LETTER TO AGENT (on letter head)**

Ref. No. Date:

To,

Head(HCS)

HLL Lifecare Ltd

Poojappura

Trivandrum-12

.

**Sub.: Authorization Letter.**

Dear Sir,

We, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, who are established and reputed manufacturers of\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, having factory at\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, hereby authorize M/s.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (name & address of Indian distributor / agent) to bid, negotiate and conclude the order with you for the above goods manufactured by us.

We shall remain responsible for the tender / contract / agreement negotiated by the said M/s. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ , jointly and severely.

We ensure that we would also support / facilitate the M/s. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_on regular basis with technology / product updates for up-gradation / maintains / repairing / servicing of the supplied goods manufactured by us, during the warranty period.

In case duties of the Indian agent / distributor are changed or agent / distributor is changed it shall be obligatory on us to automatically transfer all the duties and obligations to the new Indian Agent failing which we will ipso-facto become liable for all acts of commission or omission on the part of new Indian Agent / distributor.

Yours faithfully,

[Name & Signature]

for and on behalf of M/s. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [N*ame of manufacturer*]

**Note:** This letter of authorisation should be on the letterhead of the manufacturing concern and should be signed by a person competent and having the power of attorney to bind the manufacturer.