

**TENDER DOCUMENT**



सत्यमेव जयते

GOVT. OF ASSAM

OFFICE OF THE PRINCIPAL-CUM-CHIEF SUPERINTENDENT  
DIPHU MEDICAL COLLEGE & HOSPITAL, DIPHU

**SUPPLY OF LABORATORY CONSUMABLES AND KITS  
FOR MICROBIOLOGY AND BIOCHEMISTRY CCL LAB  
UNDER AT DIPHU MEDICAL COLLEGE & HOSPITAL,  
DIPHU PIN NO-782460, ASSAM**

**TENDER DOCUMENT**

**TENDER NO.: SMED/DMCH/LBC TEND/0109/2022/28252 Dated:-25/11/2022**

**TWO BID SYSTEMS**

<b>Issue of NIT</b>	<b>25/11/2022</b>
<b>Date and Time of Start of Bid Submission</b>	<b>12.00 Noon of 26/11/2022</b>
<b>Date and Time of End of Bid Submission</b>	<b>12.00 Noon of 16/12/2022</b>
<b>Date and Time of Opening of Technical Bid</b>	<b>2.30 P.M. of 16/12/2022</b>
<b>Date and Time of Opening of Financial Bid</b>	<b>Shall be communicated only to the technically qualified bidders subsequently</b>

Tender document sale/ downloaded from institute's website [www.dmcassam.in](http://www.dmcassam.in)

Email: [principaldiphu@gmail.com](mailto:principaldiphu@gmail.com)



**GOVERNMENT OF ASSAM**  
**OFFICE OF THE PRINCIPAL-CUM-CHIEF SUPERINTENDENT**  
**DIPHU MEDICAL COLLEGE & HOSPITAL**

*(Under Society for Medical Education, Diphu)*

*Tele No:-0361-299916, e-mail : principaldiphu@gmail.com*

No. SMED/DMCH/LBC TEND/0109/2022/28252

Date : 25/11/2022

**NOTICE INVITATION FOR TENDER**

Sealed Tenders (Two Bid system comprising of Technical Bid and Financial Bid) affixing court fee of **Rs. 8.25 (Rupees eight & twenty five paise)** only are invited from the intending suppliers/manufacturer/firm for Supply of laboratory consumables & kits in Microbiology and Biochemistry CCL lab at Diphu Medical College & Hospital, Diphu.. The bidders are requested to submit the tender in separate sheet with seal and signature. The tender documents along with the specification may be downloaded from the office website of DMC&H ([www.dmcassam.in](http://www.dmcassam.in)) and deposit the payment of Rs. 2000/- as tender fee (non-refundable) and EMD of Rs. 10000/- in the form of demand draft in favour of Principal-cum-Chief Superintendent, Diphu Medical College & Hospital, Diphu on or before 16/12/2022 along with the tender documents submit before 1.00 P.M. The tender will be opened on same date at 2.30 P.M. in the presence of tenderer or their authorized representatives. The tender are to be submitted to the office of the Principal cum Chief Superintendent, Diphu Medical College & Hospital, Diphu on all the working days during office hours.

Sd/-

Principal-cum-Chief Superintendent  
Diphu Medical College & Hospital, Diphu, Assam

No. SMED/DMCH/LBC TEND/0109/2022/

Date : 25/11/2022

**Copy to: -**

1. The Director of Medical Education, Assam, Sixmile, Khanapara, Guwahati-22.
2. The Mission Director, NHM, Assam, Christianbasti, Guwahati-06.
3. The DIPRO, Assam. He is requested to publish this tender notice at least two of the leading newspaper of Assam.
4. The Superintendent, DMC&H, Diphu.
5. The Professor and Head, Biochemistry, DMC&H, Diphu.
6. The Professor and Head, Microbiology, DMC&H, Diphu.
7. Notice Board, DM&CH, Diphu.
8. Office copy.

Sd/-

Principal-cum-Chief Superintendent  
Diphu Medical College & Hospital, Diphu, Assam

**ANNEXURE - I**

**Documents to be submitted:**

- 1. Dealership/Authorization certificate from manufacturer.**
2. Performance statement/Experience Certificate (previously supplied in Govt. institution) including copies of supply order from competent authority.
3. I.T. Clearance Certificate/I.T. Return of last three assessment years and PAN card. (photocopy duly attested).
4. GST Registration Certificate and up to date GST Clearance Certificate (photocopy duly attested).
5. Trade License from competent authority. (Photo copy duly attested).
6. A notarized undertaking to the effect that the company/firm/distributor has not been blacklisted.
7. Financial Statement of last 3 Years from C.A is to be closed.
8. Financial sound Certificate from banker is to be enclosed.
9. Affidavit regarding agreement of all terms and conditions of the tender (duly signed by the Notary public).
10. Original Document is to be shown during opening of technical bid or on scrutiny.
11. The bidder shall certify that the rates quoted are the lowest ones for any institution (Govt. or Private) in the state.

Sd/-

**Principal cum Chief Superintendent  
Diphu Medical College & Hospital Diphu**

## ANNEXURE - II

### Terms and Condition:

1. Technical and Financial bids in separate envelope are to be submitted together in sealed envelope clearly indicating the Tender Ref. No on the envelope and addressed to the Principal, DMC&H, Diphu.
2. The rates against each items of the enclosed list should be quoted in figures and words and that shall be inclusive of all taxes, etc must be submitted in Financial bid.
3. The cover containing the tender should be super scribed as the **“TENDER FOR SUPPLY OF LABORATORY CONSUMABLES & KITS IN MICROBIOLOGY AND BIOCHEMISTRY CCL LAB AT DIPHU MEDICAL COLLEGE & HOSPITAL,DIPHU”** in block letters.
4. Incomplete and defective tender shall not be accepted.
5. Tender Fee of Rs. 2000/-(Two thousand) only and EMD of Rs. 10,000/- (Ten thousand) only in the form of FDR, Demand Draft of schedule Bank valid for one year pledged to the “Principal cum Chief Superintendent, Diphu Medical College & Hospital, Diphu” to be submitted. Any bid from a bidder who fails to furnish EMD will be summarily rejected as the purchaser nonresponsive.
6. The authorized Stockist / Distributors or authorized dealers will have to supply the same percent of materials as specified in the supply order. In case of any discrepancy noticed regarding quality/quantity of the materials, the tenderers’ will have to bear the losses for such supply.
7. The work/supply order will be placed as and when requirement arises and payment will made subject to the availability of fund after observing all formalities. Any claim for advance payment will not be entertained. No interest will be paid for late payment (if any).
8. In the event of failure to supply the required materials as ordered in stipulated period, the order will be automatically cancelled and will invite forfeiture of the earnest money.
9. The rates shall be valid for one year from the date of acceptance of the tender.
10. Items have to be supplied within 14 (Fourteen) days from the receipt of supply order.
11. There should be provision for supply immediately in emergency basis as and when necessary.
12. Samples to be submitted during technical evaluation. Technically qualified bids will be taken up for financial bid evaluation.
13. Items supplied should be as per specifications and samples submitted.
14. In case of holiday next working date and time will be the last submission date &time of tender.
15. Canvassing in any form will make the tender liable to rejection.
16. Price escalation will not be allowed in any case.
17. The tender should be written neat and clean without any cutting/overwriting/erasing.
18. The Tender documents should be page marked with signature and seal on each page.
19. The undersigned reserve the right to accept or reject any or all tender or part thereof without assigning any reason thereof and under no any circumstances, the undersigned is bound to accept the lowest rate of the tender.

20. The Courts at Diphu shall have the jurisdiction to settle up any/all disputes if arise.
21. Detail specification of the items should be provided with the prices and the items should be ISO, CE and CLIS us FDA certified, wherever applicable.
22. In case of any of the above mentioned dates being declared as a holiday the Bids will be sold / received / opened on the immediate next working day at the appointed time.
23. Any corrigendum related to this tender kindly to be seen at the official website of the college.
24. Authority reserves the right for any modification in the bid documents if required 7 days before the tender submission of last date
25. In case the bid documents are sent by post or by courier, the time and date of depositing the bid documents at the office is to be as per schedule date of submission. Authority will not be responsible for any postal delay in process of submission of Bids & necessary fees.
26. Tenderer/bidder shall quote the prices of the consumables/kits as per the pack size mentioned in the Annexure-VI of the tender document.
27. Payment is to be made on received of the consignment with satisfactory certification by the concerned department HOD on the availability of the fund. No any interest is to be paid for late payment, if any.
28. TDS and other applicable taxes as per prevailing rates will be deducted at the time of making the payment of bills.
29. No payment will be made for unsatisfactory supply.
30. The bidders who does not fulfill any of the above conditions and incomplete tenders are liable to summarily rejected at the risk and cost of the bidder only and any further correspondence in this regard will not be entertained.
31. Tenderer should mention the expiry dates of consumables and kits where applicable.

**Sd/-**  
**Principal cum Chief Superintendent,**  
**Diphu Medical College & Hospital, Diphu**

### **Annexure-III**

#### **Format for Technical Bid**

<b>SL. No.</b>	<b>Name of the items</b>	<b>Make</b>	<b>Pack size</b>	<b>Technical specification (if any)</b>

### **Annexure-IV**

#### **Format for Financial Bid**

<b>SL. No.</b>	<b>Name of the items</b>	<b>Make</b>	<b>Pack size( shall be as per list of items )</b>	<b>Basic Rate (exclusive of GST)</b>	<b>Rate of GST (%) as applicable</b>	<b>Amount (inclusive of GST)</b>

## **Annexure-V**

### **Check List**

#### Document Submitted

- 1) Demand Draft
  - a) Tender Fees (Rs-2000/-) No.....Dt.....Bank Name.....
  - b) EMD fees (Rs-10000/-) No.....Dt..... Bank Name.....
- 2) GST Registration Certificate.
- 3) Income Tax Certificate
- 4) Trade Licenses
- 5) A notarized undertaking to the effect that the company/firm/distributor has not been blacklisted.
- 6) Financial Statement of last 3 Years from C.A is to be enclosed.
- 7) Financial sound Certificate from banker is to be enclosed.
- 8) Affidavit regarding agreement of all terms and conditions of the tender (duly signed by the Notary public).
- 9) Performance statement/Experience Certificate from competent authority is to be enclosed.
- 10) Any other documents and Annexures required as per Tender document
  - a)
  - b)
  - c)
  - d)

Certified that above documents is true & legal as required for the tender. The original document will be produced at the time of opening /scrutiny of technical bid.

Signature of Tenderer

## Annexure-VI

### a) List of laboratory consumables for Microbiology CCL Lab, DMC&H, Diphu

Sl No	Name of items with description	Pack size	Brand	Price including GST	Price in words
1	Cryotags Precut, Peel-off labels to fit 1.5ml MCT 1.69 X 0.75 inches;	1040 per pack			
2	Cryovials 1.5 ml (Make preferably: Tarsons, Axygen)	500 per pack			
3	Parafilm Laboratory sealing film (2 inch X 250 feet)	1 roll			
4	ELISA plate sealer (Make preferably: Tarsons,Thermo Scientific, corning)	100 per pack			
5	Glass Measuring cylinder 100 ml (Make preferably : Borosil /Corning )	Per Piece			
6	Glass Measuring cylinder 1000 ml ( Make preferably : Borosil /Corning )	Per Piece			
7	Cryo Box (96 well ) (To hold 1.5ml to 2ml MCT tubes)	96 Per box			
8	MCT rack, 96 wells (To hold 1.5ml to 2ml MCT tubes)	96 Per rack			
9	Reagent trough (for 8 multiple channel pipette) (50 ml)	Per piece			
10	Nuclease free water 500 ml	1 bottle			
11	Latex gloves ( powder free) Size: Small, Medium and large	Pack of 100			
12	Bread box	1 box 17cmx22cm			
13	Blotting paper	100 paper per pack			
14	300 µl Micropipette filter tips with rack (Make preferably:- Tarson, Abdos)	96x10=960 tips per pack			
15	2-20 µl Micropipette filter tips with rack(Make preferably:- Tarson, Abdos)	96x10=960 tips per pack			
16	RNA ase away/OUT/zap (250 ml)	1 bottle			
17	DNA ase away/Zap (250 ml)	1 bottle			
18	Surface Disinfectant 3 <sup>rd</sup> /5 <sup>th</sup> Generation Quaternary ammonium compound for aerial fumigation surface & water disinfectant solution. (Make preferably:- Enviroguard/Sanihigene/Ecoshield)	1000 ml per bottle			
19	Indicator tape for autoclave (1''x500'')	1 roll			
20	Micro pipette stand (Make preferably: Tarsons, Axygen)	6 per place			



21	Sodium Hypochlorite 1000ml	1 bottle			
22	PCR strips 8 tubes with flat caped (compatible to Biorad Machine)	125 per pack			
23	10 µl Micropipette tips with rack(non filter) (Make preferably:- Tarson, Abdos)	96x10=960 tips per pack			
24	200 µl Micropipette tips with rack(non filter) (Make preferably:- Tarson, Abdos)	96x10=960 tips per pack			
25	1000 µl Micropipette tips with rack(non filter) (Make preferably:- Tarson, Abdos)	96x10=960 tips per pack			
26	2-20 µl Micropipette tips with rack(non filter) (Make preferably:- Tarson, Abdos)	96x10=960 tips per pack			
27	Antibiotic discs				
a	High level Gentamicin 120 mcg (make:- preferably Himedia)	1 pkt containing 5 cartridges=5X 10= 50 discs			
b	Cefotaxime/Clavulinic Acid 30/10 mcg(make:- preferably Himedia)	1 pkt containing 5 cartridges=5X 10= 50 discs			
c	Cefazolin 30 mcg (make:- preferably Himedia)	1 pkt containing 5 cartridges=5X 10= 50 discs			
d	Cefoperazone 30 mcg (make:- preferably Himedia)	1 pkt containing 5 cartridges=5X 10= 50 discs			
e	Minocycline 30 mcg (make:- preferably Himedia)	1 pkt containing 5 cartridges=5X 10= 50 discs			
28	Glycerol >99%	1 Litre			
29	40% Sterile urea solution (5ml/vial) (make:- preferably Himedia)	5 vl			
30	Teaser needle for Fungal culture	1 unit			
31	Straight wire (Nichrome)	5x5 no			
32	Corn meal agar (make:- preferably Himedia)	500 gm			
33	Adjustable volume single channel pipettes with ISO 8655 certified, fully auto clavable, single channel pipettes of variable volume compatible with universal tips (make :- preferably Corning/Thermofischer/Eppendorf) a) 0.2 to 2 µL with increment of 0.01 µL, accuracy ±12.0 to 2.5% and precision 10.0 to 2.0%	1 unit each			

	b) 1 to 10 $\mu$ L with increment of 0.1 $\mu$ L, accuracy $\pm$ 2.50 to 1% and precision 2.0 to 0.5% c) 2 to 20 $\mu$ L with increment of 0.1 $\mu$ L, accuracy $\pm$ 3.0 to 1% and precision 2.5 to 0.4% d) 20 to 200 $\mu$ L with increment of 1 $\mu$ L, accuracy $\pm$ 1.8 to 0.6% and precision 0.7 to 0.2% e) 100 to 1000 $\mu$ L with increment of 5 $\mu$ L, accuracy $\pm$ 1.0 to 0.6% and precision 0.6 to 0.2%				
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**b) List of Kits for Microbiology CCL, DMC&H, Diphu**

Sl No	Name of items with description	Pack size	Brand	Price including GST	Price in words
1	Rapid test kits (Mention expiry dates of the kits with long period of expiry)				
	i) HBsAg (Make preferably:-Tulip diagnostics, SD Bioline)	25 per pack			
	ii) Anti HCV (Make preferably:-Tulip diagnostics, SD Bioline)	30 per pack			
	iii) Anti HAV (Make preferably:-Tulip diagnostics, SD Bioline)	10 per pack			
	iv) Anti HEV (Make preferably:-Tulip diagnostics, SD Bioline)	10 per pack			
2	Elisa Kits(Mention expiry dates of the kits with long period of expiry)				
	i) HBsAg ELISA (Make preferably:- Transasia biomedical ltd.)	96 reaction/kit			
	ii) Anti HAV ELISA(Make preferably:- Diapro)	96 reaction/kit			
	iii) Anti HCV ELISA(Make preferably:- Transasia biomedical ltd.)	96 reaction/kit			
	iv) Anti HEV ELISA(Make preferably:- Diapro)	96 reaction/kit			

3	PCR kit ( viral load estimation)(Mention expiry dates of the kits with long period of expiry)				
	i) HBV (Make preferably:- Qiagen)	25 reaction/kit			
	ii) HCV (Make preferably:- Qiagen)	25 reaction/kit			
4	RNA extraction kit (Make preferably:- Qiagen)(Mention expiry dates of the kits with long period of expiry)	50 reaction/kit			
5	DNA extraction kit(Mention expiry dates of the kits with long period of expiry)	50 reaction/kit			

**c) List of laboratory consumables for Biochemistry CCL Lab, DMC&H, Diphu**

Sl No	Name of items with description	Pack size	Brand	Price including GST	Price in words
1	2 ml Alicot Vials	100/pkt			
2	Distilled water ampoule 5ml/unit	80x5			
3	1% concentration Sodium Hypochlorite	5 ltr			
4	Fixed micropipette (make :- preferably Corning/Thermo fischer) a) 1000 $\mu$ L with accuracy $\pm$ 2.5 to 0.8 and precision $\pm$ 0.6 to 0.2 b) 500 $\mu$ L with accuracy $\pm$ 2.5 to 0.8 and precision $\pm$ 0.6 to 0.2	1 unit			
5	Variable micropipette a) 0-50 $\mu$ L with accuracy $\pm$ 3 to 0.8 and precision $\pm$ 1 to 0.2 b) 20-200 $\mu$ L with accuracy $\pm$ 3 to 1 and precision $\pm$ 2.5 to 0.4 c) 50-500 $\mu$ L with accuracy $\pm$ 0.8 to 2 and precision $\pm$ 0.15 to 1 d) 50-500 $\mu$ L with accuracy $\pm$ 3 to 0.6 and precision $\pm$ 0.6 + 0.2	1 unit			
6	1000 $\mu$ L Microtips (make:- preferably Tarson/Abdos/Axygen)	1000 tips/pkt			
7	100 $\mu$ L Microtips (make:- preferably Tarson/Abdos/Axygen)	1000 tips/pkt			

8	Swab stick (wooden) of 6 inch long	100 units/pkt			
9	Triglycerides kit (GPO/PAP method)	5x20 ml			
10	Dropper glass with cork attached	1 unit			

**d) List of consumables for CCL (Pathology), DMC&H, Diphu**

Sl No	Name of items with description	Pack size	Brand	Price including GST	Price in words
1	50 ml Urine pot	50 per pack			
2	Disposable fixed ESR pipettes	100 per pack			
3	Fixed Urine dipstick(10 parameter)	100 per pack			
4	Hemospot for occult blood (Make preferably: Tulip/ Coral)	50 test per packet			
5	Semen diluting fluid	200 ml			
6	Lancet	200 pcs/pkt			
7	PT reagent (Make preferably: Uniplastin/ Eryscreen)	5ml per pack			
8	APTT reagent (Make preferably: Uniplastin/ Eryscreen)	5ml per pack			
9	100 µL Micropipette	Each			

\*\*\*\*\*End of Annexures\*\*\*\*\*