



राष्ट्रीय गतिशील दिव्यांगजन संस्थान  
National Institute for Locomotor Disabilities (Divyangjan)

(दिव्यांगजन सशक्तिकरण विभाग, सामाजिक न्याय एवं अधिकारिता मंत्रालय, भारत सरकार)  
(Department of Empowerment of PwDs (Divyangjan), Ministry of Social Justice and Empowerment, Govt. of India)  
बी.टी. रोड बन्हुगली, कोलकाता-700090 / B.T. Road, Bon-Hooghly, Kolkata-700090

Phone: 2531-0279, 2531-0610/Tele Fax: 2531-8379/E-mail: [mail@nioh.in](mailto:mail@nioh.in) /web: [www.niohkol.nic.in](http://www.niohkol.nic.in)



CE PROPOSAL/2783/OT/2020/NILD

Date: 26.02.2024

Delivery required within: 30 Days after receiving the P.O.

Last date of submission of quotation: 18.03.2024

REF: Inviting of online quotations through [www.eprocure.gov.in](http://www.eprocure.gov.in) for the procurement of tools and materials to fabricate aluminium and low temperature thermoplastic/ Aquplast hand splint and Colorful Tactile Puzzle Mat for Occupational Therapy Department of NILD, Kolkata

SI No.	Name of the items	Technical Specification	QTY
01	Heating Pan/ Splinting Bath	Purpose: For fabrication of thermoplastic splints. Specification: <ul style="list-style-type: none"><li>• Size- 30 x 18 x 6 (in inches)</li><li>• Stainless steel body</li><li>• Removable perforated tray with stainless steel handle.</li><li>• Digital thermometer precisely monitors temperature</li><li>• Temperature upto 80 degree centigrade</li><li>• Reliable ball valve drain makes drainage of water easy.</li><li>• Even Temperature Control &amp; Overheating Safety Sensor.</li></ul>	01 No.
02	Aluminium Sheet Cutter	Purpose : To cut large aluminium sheets into small pieces as required for splints Specification : material – mild steel, Blade length – 6"-8"	01 No.
03	Wall Mounted Driller	Purpose : To drill the splint safely Specification: Spindle Travel: 80 Mm, Drilling Capacity (Steel): 13 Mm	01 No.
04	Automatic Wire Cutter	Purpose: For fabrication of thermoplastic splints. Specification-Stainless steel carbide insert compound action cutter, designed for small handwire. It features cushioned antimicrobial anti-static grips and dual leaf spring for smooth action. The compound action required much less force to cut, thus making much more ergonomic than standard cutter	02 Nos.
05	Steel Sheet Cutter Scissors	Purpose : for cutting and fabricating aluminium sheets Specification : up to 48inch sheet cutting Application : sheet cutting of aluminium with large handle	02 Nos.
06	Stainless Steel Zigzag Scissor	Purpose : for cutting thermoplastic (LTTP) Specification : Size: 8 Inch, Heavy Duty	02 Nos.
07	Pine Wood Mallet Hammer	Purpose: For fabrication of aluminium sheet moulding. Specification: Made of Pine wood	02 Nos.
08	Plastic Mallet Hammer	Purpose: For fabrication of thermoplastic splints. Specification: Made of plastic	02 Nos.
09	Aquplast / Thermoplastic Sheets	Thickness: 1.6 mm non perforated, size- 46 x 61cm	01 No.
10	Aquplast / Thermoplastic Sheets	Thickness: 2.4 mm 20 percent perforated, size – 46 x 61 cm	01 No.
11	Liquid rubber Colorful Tactile Puzzle Mat	Dimension 2ft x 2ft and Thickness 10 mm	990 sft

## **GENERAL INSTRUCTION AND TERMS & CONDITIONS**

Tender documents can only be downloaded from the web site ([www.eprocure.gov.in](http://www.eprocure.gov.in)). The cost of tender paper amounting to Rs. 500.00 and EMD amounting Rs. 7000.00 have to be deposited by the tenderer directly to the bank account of National Institute for Locomotor Disabilities (Divyangjan), Kolkata through online mode, on or before the last date of bid submission date of tender. The detail of the Bank Account of National Institute for Locomotor Disabilities (Divyangjan), Kolkata is mentioned below. The original copy of the transaction slip, duly signed by the tenderer, must be up loaded along with tender document.

### **BANK ACCOUNT DETAIL OF NILD, KOLKATA FOR DEPOSITION OF TENDER COST**

<b>Name of the Account Holder</b>	<b>National Institute for the Orthopaedically Handicapped</b>
<b>A/c No</b>	<b>53015297593</b>
<b>Name of the Bank</b>	<b>State Bank of India</b>
<b>Name of the Branch</b>	<b>NIOH Campus Kolkata</b>
<b>IFSC</b>	<b>SBIN 0030468</b>

Kindly online submit your quotation for the above items in two parts on Central Public Procurement Portal [www.eprocure.gov.in](http://www.eprocure.gov.in)

### **THE FOLLOWING DOCUMENTS SHOULD BE ENCLOSED IN TECHNICAL BID:**

1.	Quotation should be enclosed with complete technical details and literature of the product.
2.	Compliance sheet with desired and quoted specifications given in comparative table
3.	Copy of latest and valid Trade license, Income Tax, GST / Sales Tax Clearance certificate etc should be submitted along with quotation
4.	<b>Warranty of the items should be for 01 year and same must be mentioned clearly in the technical bid document.</b>
5.	The bidders/tenderers shall clarify /state whether he/they are manufacturer accredited agent or sole representative indicating principals and agent quoting on behalf of their manufacturers / principals with valid document (IF ANY)
6.	<b>Do not use the word “Compliance” / “COMPLIED”. Remark should be specific.</b>
7.	<b>The firms are informed to upload the clear color picture of the items for which they are submitting the bids.</b>
8.	Bidders should sign and stamp the entire attached document completely.

## **Part 2- Financial Bid**

1. The price / rates for the item quoted must be valid for 06 months from finalization of the tender.
2. Any other relevant information that the bidder may like to furnish so as to add the credibility, financial solvency, client list and past performance of the bidder.

### **3.SUBMISSION AND OPENING OF QUOTATION:**

- (A). Telegraphic/ Cabled/ faxed/ e-mail etc, which are exposed Quotation will be summarily rejected.
- (B) The Technical bids will be opened first as per Central Govt. GFR.
- (C) The Financial bids will be opened of only the firms found technically suitable and after verify their valid document.

### **4. PRICE:-**

- (a).The price quoted should be F.O.R. National Institute for Locomotor Disabilities (Divyangjan), (erstwhile NIOH) B.T.Road, Bon-hooghly, Kolkata-700090 in **Indian Rupees only. Price quoted should never be exceeding the Printed / Catalogued MRP of the product and price should be inclusive of all taxes and other charges (If any).**
- (b).The price quoted should be firm and remain valid for 06 months from the finalization of tender.

### **5. SECURITY DEPOSIT:**

The SD money will be remained in custody of the institute till warranty period. After expiry of warranty same may be released after two months.

### **6. RESPONSIBILITIES FOR EXECUTION OF CONTRACT:**

The supplier is to be entirely responsible for the execution of the contract in all respect in accordance with the terms and conditions as specified in the acceptance of quotation and lawfully responsible for the supply at site and will replace any part or full, whatever the case may be, if found not in conformity with the specification as laid down. Non-fulfillment of contract as per terms and condition as stipulated shall cause forfeiting of EMD/Security deposit.

### **7. DELIVERY SCHEDULE:**

**Delivery should be free at site, Main Store (1<sup>st</sup> Floor) of NILD, KOLKATA,** If the supplier fails to deliver the stores or any part thereof within the stipulated date of delivery, the competent authority of the Institute (NILD) will be entitled at their discretion to either:

- (a). purchase the store from elsewhere, at the cost and risk of the supplier or
- (b) **Recover from the supplier liquidated damages liability @ 0. 5% per week of the order value** as per Govt. Rules.

### **8. REMOVAL OR REJECTION:**

Any stores rejected by our quality control officer/expert must be removed by the supplier and replacement made within two weeks from the date of receipt of such intimation at his risk and cost.

### **9. CREDIBILITY OF FIRM/SUPPLIER:**

**The bidder should have its office/representative/service provider within a reasonable distance from the institute in Kolkata and have sales/ service installations in Kolkata preferably**

## **10. BILLING & TERMS OF PAYMENT:**

Bills in Four copies along with the Original receipted challan in five copies must be submitted to the Director, NILD, B.T.Road, Bon-hooghly, Kolkata-700090, duly pre-receipted by affixing revenue stamp and official seal. Admissible payment will be made after final supply and satisfactory installation certificate.

## **11. SETTLEMENT OF DISPUTES:**

All disputes or differences of any kind whatsoever arising out of or in connection with execution of this contract, whether during the progress of the supply or after their completion, shall be referred by the supplier to the Director of the Institute and the competent authority of the institute shall within reasonable time shall examine the case on its merit and on basis of any representation made in this context and notify decisions thereon in writing. The decision of the Director of the Institute shall be binding upon the supplier. If the supplier is not satisfied with the decision of the competent authority of the Institute, on any matters in question, dispute/difference to be arbitrated upon shall be the jurisdiction of the High Court at Calcutta.

The High Court of Calcutta will only be the jurisdiction to deal with and decide on any dispute whatsoever arising out of this tender.

The Director of the National Institute for Locomotor Disabilities (Divyangjan), reserves the right to reject any or all the tenders without assigning any reasons or giving any explanation thereof. No claim for damages will be entertained in this regard.

**In addition to above, all others terms & conditions will also be binding as applicable in Govt. of India Purchase Rule.**

The above conditions are stipulated without any prejudice.



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**BID FORM**  
(To be submitted on the official letterhead of the bidder)

To  
Director,  
National Institute for Locomotor Disabilities (Divyangjan)  
B.T. Road, Bon-Hooghly, Kolkata-700090

Sir,  
Having examined the bidding documents the receipt of which is hereby duly acknowledged, I/We agree to furnish required supplies/services in conformity with the Techno-Commercial Bid or such portions thereof at the prices given in the Price Bid on receipt of order for the same.

I/We agree to hold this offer open until -----and to supply, install and commission the items and complete the whole of the work and hand over to the purchaser within the period of ----- weeks, from the date of receipt of intimation from you regarding acceptance of this tender/receipt of supply order.

I/We agree to submit the bank guarantee as specified in the form prescribed by your good self for the due performance of the contract, if our bid is accepted.

I/We understand that you are not bound to accept the lowest or any bid you may receive.

( )  
Signature of Bidder with Office Stamp Name & Address

Telephone No.:

FAX No.:

E-mail address:

Name & Designation of the Contact Person:

**BIDDER'S PERFORMANCE STATEMENT FORM**

*(For a Period of Last 3 Years)*

Name of the Firm.....

Order placed by (full address With Tel. No., Fax No. & e-mailaddress of purchaser)	Date	Description and quantity of ordered equipment	Date of completion of delivery as per Contract/ Actual	Remarks indicating reasons for late delivery,if any	Has the item/equipment been installed satisfactory? (Attach a certificate from the purchaser/ Consignee)

Place :

Signature :

Date :

Office stamp

**BIDDER'S PERFORMANCE STATEMENT FORM**



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DECLARATION OF LOCAL CONTENT

Self-Certification for Local Content (on Letter Head of the Bidder)

Ref: DPIIT Order No. P-45021/2/2017-PP (BE-II) pref. to Make in India dated 16th Sept 2020 and subsequent orders / directives made thereto.

Local content value added for the offered item(in percentage)		
State		
District		
Place		

.....  
Signature & Name with Designation of Applicant  
with Rubber Stamp



## PROFORMA OF FALL CLAUSE CERTIFICATE



### राष्ट्रीय गतिशील दिव्यांगजन संस्थान National Institute for Locomotor Disabilities (Divyangjan)

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If on any subsequent date after submission of quotation or placing of supply order, the manufacturer (the term manufacturer will also include his authorized distributor / agent) reduces the sale price of such stores or sells such stores to any party at a price lower than the price charged / chargeable against supply order placed by NILD, Kolkata, the manufacturer (including his authorized distributor / agent) as aforesaid in case the quotation is submitted by them and supply / service is also effected by them) will forth-with notify such reduction in sale price to NILD, Kolkata, and price payable for the stores to be supplied against the Supply Order after the date of such reduction in sale price coming into force shall be reduced correspondingly and will be reimbursed to the Institute.

(Signature & Date of Bidders with Rubber Stamp)

\*\* This certificate should be uploaded on the letter head of the company / firm / agency

**ANNEXTURE-I****CHECKLIST OF SUBMITTING DOCUMENTS – (TO BE FILLED BY THE TENDERER)**

<b>SL. NO:</b>	<b>DOCUMENTS</b>	<b>PLEASE MARK “√” IF DOCUMENT SUBMITTED*</b>
<b>1</b>	Tender document, downloaded from the web site Web: www.eprocure.gov.in	
<b>2</b>	Warranty of the items(If any)	
<b>3</b>	Delivery period:-	
<b>4</b>	Validity of the quotation	
<b>5</b>	Signed photo copy of latest and valid Trade license, Income Tax, GST / Pan card/ Sales Tax Clearance certificate / Partnership Deed (in case of Partnership firm must be submitted with the Quotation documents.	
<b>6</b>	Valid documents stating that bidder/ tendered is/are manufacturer accredited agent or sole representative indicating principals and agent quoting on behalf of their manufacturers / principals with valid documents.( <b>IF ANY</b> )	
<b>7</b>	<b>Brand of the product</b>	
	<b>Any other documents submitting by the Tenderer, to be mentioned here:</b>	

**\*Mention “Not Applicable” if the document is irrelevant.**