



आरोग्यम् सुखं सम्पदा

All India Institute of Medical Sciences, Raipur

G.E. Road, Tatibandh, Raipur– 492099, Chhattisgarh

Tele: 0771- 2971307, email: store@aiimsraipur.edu.in

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Website: www.aiimsraipur.edu.in

DISCLAIMER

This tender is not an offer by the All India Institute of Medical Sciences, Raipur, but an invitation to receive offer from bidders/firm/agency etc. No contractual obligation whatsoever shall arise from this tender process unless and until a formal contract is signed and executed by duly authorised officers of AIIMS, Raipur with the selected bidder/firm/agency.



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**Notice Inviting Tender for Annual Rate Contract for supply of
PPE Kit for COVID-19 ward & other hospital services at
All India Institute of Medical Sciences, Raipur**

CRITICAL DATE SHEET

Published Date	29/04/2020 at 06:00 PM
Bid Document download Sale Start Date	29/04/2020 at 06:00 PM
Clarification Start Date	30/04/2020 at 10:00 AM
Clarification End Date	04/05/2020 at 03:00 PM
Pre Bid Meeting Date	04/05/2020 at 03:30 PM
Bid Submission Start Date	08/05/2020 at 10:00 AM
Bid Document Download End Date	13/05/2020 at 06:00 PM
Bid Submission End Date	13/05/2020 at 06:00 PM
Bid Opening Date	15/05/2020 at 12:00 Noon
Tender Cost	Exempted as per GFR 2017

I. NOTICE INVITING TENDER

1.

S.No.	Name of the Items	Qty	EMD in ₹
01	PPE Kit	10000	₹ 6,96,000.00 /-
2. Online bids are invited on behalf of Director, All India Institute of Medical Sciences (AIIMS), Raipur in two bid (Technical & Financial) system for “**Annual Rate Contract for supply of PPE Kit**” for corona isolation ward & hospital services at AIIMS Raipur. Manual bids shall not be accepted.
3. Tender document may be downloaded from AIIMS web site www.aiimsraipur.edu.in (for reference only) and CPPP site <https://eprocure.gov.in/eprocure/app> as per the schedule as given in CRITICAL DATE SHEET as under.
4. Bid shall be submitted online at CPPP website: <https://eprocure.gov.in/eprocure/app>.
5. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
6. Tenderer who has downloaded the tender from the **AIIMS web site www.aiimsraipur.edu.in** and Central Public Procurement Portal (CPPP) e-procurement website <https://eprocure.gov.in/eprocure/app> **shall not tamper/modify the tender form including downloaded price bid template in any manner**. In case if the same is found to be tempered /modified in any manner, tender shall be completely rejected and tenderer is liable to be banned from doing business with AIIMS Raipur.

The Technical bid should include the detailed specifications of main item/equipment and its accessories. All items should be numbered as indicated in the Annexure-I (Any deviation should be clearly mentioned and supporting document should be submitted).
7. As per **Annexure-2** bidders are required to comply with the specifications & instructions given by Ministry of Textiles, Government of India.
8. **Manual bid shall not be accepted in any circumstance.**
9. The complete bidding process in online bidding, Bidder should be possession of valid digital Signature Certificate (DSC) for online submission of bids. Prior to bidding DSC need to be registered on the website mentioned above.
10. **Tenderers are advised to follow the instructions provided in the ‘Instructions to the Tenderer for the e-submission of the bids online through the Central Public Procurement Portal for e Procurement at <https://eprocure.gov.in/eprocure/app>’.**
11. **Quotations should be valid for 180 days** from the tender due date i.e. tender opening date. The bidder should clearly indicate the period of delivery& other terms.
12. Relevant literature pertaining to the items quoted with full specifications should be uploaded, where ever applicable.
13. Tenderer must provide evidence of having supplied at government hospital / reputed private hospital organizations in India similar nature of items of at least **₹ 1,16,14,850.00 of tender value in the last three years and the copy of the same should be uploaded.**
14. The firm should be registered and should have the average annual turnover at least **₹ 2,32,29,700.00** of the bidder in the last three financial years. Copies of authenticated balance sheet for the past three financial years should be uploaded.

15. The tender document must be accompanied by copy of PAN, Certificate of firm/company registration, GST registration.
16. The quantity shown against each item is approximate and may vary as per demand of the Institute at the time of placement of order.
17. The bidder must be able to provide the product/items within specified time period as prescribed in the Purchase Order. Furthermore on completion of the stipulated time period, Purchase Order may be cancelled if failing above condition as per terms & conditions of Institute norms.
18. In the event of any dispute or difference(s) between the vendee (AIIMS Raipur) and the vendor(s) arising out of non-supply of material or supplies not found according to the specifications or any other cause what so ever relating to the supply or purchase order before or after the supply has been executed, shall be referred to the Director/AIIMS/Raipur who may decide the matter himself or may appoint arbitrator(s) under the arbitration and conciliation Act 1996. The decision of the arbitrator shall be final and binding on both the parties.
19. The place of arbitration and the language to be used in arbitral proceedings shall be decided by the arbitrator.
20. All disputes shall be subject to Raipur Jurisdiction only.
21. **AIIMS Raipur reserves the rights to accept/reject any bid in full or in part or accept any bid other than the lowest bid without assigning any reason thereof. Any bid containing incorrect and incomplete information shall be liable for rejection.**
22. The Tender/Bid will be opened on Store office (Hospital) at AIIMS Raipur Premises.
 - i) Only those financial bids will be opened whose technical bids are found suitable by the expert committee appointed for the concerned instrument/equipment.
 - ii) No separate information shall be given to individual bidders. In incomparable situation, the committee may negotiate price with the technically and financially qualified bidder before awarding the bid.
23. Copies of original documents defining the constitution or legal status, place of registration and principal place of business of the company or firm or partnership, etc.
24. **Award of Contract**
 - 1) The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has bided the lowest evaluated quotation price.
 - i) Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.
 - ii) The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the bid validity period. The terms of the accepted bid shall be incorporated in the purchase order.
 - 2) Rates should be quoted inclusive of packing, forwarding, postage and transportation charges etc.
 - 3) The competent authority reserves all rights to reject the goods if the same are not found in accordance with the required description / specifications/quality.
 - 4) **A brochure displaying clearly the product is to be attached with the tender if required.**

- 25. Earnest Money:** Earnest money of ₹ 6,96,000.00 /- by means of a Bank Demand Draft/ FD, a scanned copy to be enclosed. It is also clarified that the bids submitted without earnest money will be summarily rejected. The DD/FD may be prepared in the name of "All India Institute of Medical Sciences, Raipur (AIIMS RAIPUR)". The EMD cost must reach at officer of the Stores Officer, Room No. 146, D-D1 Block, Lower Ground Floor, AIIMS, Raipur after opening of tender.
- i) No request for transfer of any pervious deposit of earnest money or security deposit or payment of any pending bill held by the AIIMS Raipur in respect of any previous supply will be entertained. Tenderer shall not be permitted to withdraw his bid or modify the terms and conditions thereof. In case the tenderer fail to observe and comply with stipulations made herein or backs out after quoting the rates, the aforesaid amount of earnest money will be forfeited.
 - ii) Tenders without Earnest Money will be summarily rejected.
 - iii) No claim shall lie against the AIIMS Raipur in respect of erosion in the value or interest on the amount of EMD.
 - iv) If MSME firm is registered under National Small Industries Corporation (NSIC) for above tendered item, then the firm will be exempted for submission of EMD amount. Firm must upload scanned copy of certificate for claiming exemption failing which the claim will not be entertained.
 - v) The earnest money will be returned/refund to the unsuccessful tenderers after the tender is decided.
 - vi) EMD should remain valid for a period of 45 days beyond the final bid validity period. When the tenderer agrees to extend the validity of bid, he shall also extend the validity of EMD suitably.
- 26.** In case the supplier requires any elucidation regarding the tender documents, they are requested to contact to the Store Officer (Hospital), AIIMS Raipur through e-mail: storesofficer.hp@aiimsraipur.edu.in on or before end date of clarification as per critical date sheet.
- 27.** The EMD of the successful bidder will be returned to them without any interest after the submission of Security deposit/PSD.
- 28. Onsite demonstration will arrange by supplier as per requirement at their risk and cost; approved demonstrated item shall be kept till the completion of supply of item.**
- 29.** Terms and condition applicable as per manual for procurement of goods 2017, GFR-2017 etc.

**Stores Officer,
AIIMS, Raipur**

Other Terms and Conditions

1. Pre-Qualification Criteria:

- a. Bidder should be the manufacturer/authorized dealer/Distributor/Trader/ Supplier. Letter of Authorization from Manufacturer for the same and specific to the tender should be uploaded in the prescribed place.

2. Performance Guarantee Bond:

- a. The successful bidder shall have to submit a performance guarantee (PG) within 30 days from the date of issue of Letter of Award (LOA). Extension of time for submission of PG beyond 30 days band up to 60 days from the date of issue of LOA may be given by the competent authority to sign the contract agreement however a panel interest of 15% per annum shall be charged for the delay beyond 30 days. i.e. 31st day after the date of issue of LOA. In case of the contract fails to submit the requisite PG even after 60 days from the date of issue of LOA the contract shall be terminated duly forfeiting the dues if any payable against the contract . The failed contractor shall be debarred from participating in re-tender (if any) for that item. Performance Guarantee Bond is mandatory.
- b. Successful supplier/firm should submit performance guarantee as prescribed in favour of “All India Institute of Medical Sciences, Raipur” and to be received in the **Hospital Store Office, Room No.141, Opp. Department of Nuclear Medicine, D-D1 Block, Gate no.1, Tatibandh, Raipur (C.G) Pin-492099** before the date of commencement of supply or 30 days from the date of acceptance of the purchase order, whichever is earlier. The performance guarantee bond to be furnished in the form of Bank Guarantee as per given Proforma of the tender documents, for an amount covering 10% of the contract value.
- c. The Performance Guarantee should be established in favour of “All India Institute of Medical Sciences, Raipur” through any Schedule Bank with a clause to enforce the same on their local branch at Raipur.
- d. Validity of the performance guarantee bond shall be for entire contract period and beyond 60 days.

3. A sample and demonstration of the PPE kit to be given by the successful bidders/firm to the TEC members after opening of technical bid.

4. Delivery & Installation : The successful bidder should strictly adhere to the following delivery schedule supply & commissioning should be effected within 45 days from the date of purchase order and this clause should be strictly adhere to failing which administrative action as deemed fit under rules will be taken against the defaulter. Otherwise Liquidation Damages will be imposed as per clause no. 6. Purchase order will be placed as required by consignee.

5. Purchase order will be placed as per requirement of the institute.

6. Penalty: If the suppliers fails to deliver and place any or all the consumable items or perform the service by the specified date as mention in purchase order, penalty at the rate of 0.5% per week of delayed value of goods subject to the maximum of 10% of delayed goods value will be deducted, afterwards another penalty may be imposed.

7. Right of Acceptance: AIIMS, Raipur reserves the right to accept or reject any or all tenders/quotations without assigning any reason there of and also does not bind itself to accept the lowest quotation or any tender. AIIMS, Raipur also reserves the rights to accept all the equipment/instruments in the given tender or only part of it in any given schedule without assigning any reason.

- 8. Validity of the bids:** The bids shall be valid for a period of 180 days from the date of opening of the tender. This has to be so specified by the tenderer in the commercial bid which may be extended, if required.
- 9. Risk Purchase & Recovery of sums due:**
- Failure or delay in supply of any or all items as per Requisition / Purchase Order, Specification or Brand prescribed in the tender, shall be treated as 'non compliance' or 'breach of contract' and the order in part of full be arranged from alternative source(s) at the discretion of the hospital authority and the difference in price has to be recovered from the tenderer as mentioned elsewhere.
 - The amount will be recovered from any of his subsequent / pending bills or security Deposit.
 - In case the sum of the above is insufficient to cover the full amount recoverable, the contractor shall pay to the purchaser, on demand the remaining balance due.
- 10. Communication of Acceptance:** AIIMS, Raipur reserves all right to reject any tender including of those tenderers who fails to comply with the instructions without assigning any reason whatsoever and does not bind itself to accept the lowest or any specific tender. The decision of this Institute in this regard will be final and binding.
- 11. Insolvency etc.:** In the event of the firm being adjudged insolvent or having a receiver appointed for it by a court or any other under the Insolvency Act made against them or in the case of a company the passing any resolution or making of any order for winding up, whether voluntary or otherwise, or in the event of the firm failing to comply with any of the conditions herein specified AIIMS, Raipur shall have the power to terminate the contract without any prior notice.
- 12. Force Majeure:** If, at any time during the subsistence of this contract, the performance in whole or in part by either party of any obligation under this contract is prevented or delayed by reasons of any war or hostility, act of public enemy, civil commotion, sabotage, fire, floods, exception, epidemics, quarantine restriction, strikers lockout or act of God (hereinafter referred to as events) provided notice of happening of any such eventuality is given by party to other within 21 days from the date of occurrence thereof, neither party shall by reason of such event be entitled to terminate this contract nor shall either party have any claim for damages against other in respect of such non-performance or delay in performance and deliveries have been so resumed or not shall be final and conclusive.
- Further, that if the performance in whole or in part of any obligation under this contract is prevented or delayed by reason of any such event for a period exceeding 60 days, AIIMS, Raipur party may, at least option to terminate the contract.
- 13. Breach of Terms and Conditions:** In case of breach of any terms and conditions as mentioned above, the Competent Authority, will have the right to cancel the contract without assigning any reasons thereof and nothing will be payable by AIIMS, Raipur. In that event the security deposit shall also stand forfeited.
- 14. Subletting of contract:** The firm shall not assign or sublet the contract or any part of it to any other person or party without having first obtained permission in writing of AIIMS, Raipur, which will be at liberty to refuse if thinks fit. The tender is not transferable.
- 15. Right to call upon information regarding status of contract:** The AIIMS, Raipur will have the right to call upon information regarding status of contract at any point of time.

16. Terms of payment:

16.1 Payment Terms.

Payment shall be made subject to recoveries, if any, by way of liquidated damages or any other charges as per terms & conditions of contract in the following manner.

- a. 100% payment of the contract price shall be paid on receipt of goods in good condition at the consignee premises and Certification of goods to be issued by the consignees subject to recoveries, if any, either on account of defects/ deficiencies not attended by the supplier or otherwise and upon the submission of the following documents:
- b. Four copies of suppliers invoice showing contract number, goods description, quantity, unit price, total amount with revenue stamp.
- c. Two copies of packing list identifying contents of each package.

16.2 The supplier shall not claim any interest on payment under the contract.

16.3 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 rates as notified from time to time.

16.4 No payment shall be made for rejected stores. Rejected items must be removed by the supplier within two weeks of the date of issue of rejection advice at their own cost & replace immediately. In case these are not removed these will be auctioned at the risk and responsibility of the suppliers without notice.

17. GST

GST rates applicable on your quoted item may please be informed. Please confirm if there is any (Upward/Reduction) in your Basic Price structure and you are also requested to pass the Input Credit as per the following Anti Profiteering Clause of GST. **“Upon Implementation of GST, any reduction in the rate of tax on supply of goods or service or the benefit of input tax credit shall be passed on to AIIMS Raipur by way of commensurate reduction in the prices”.**

Fall Clause:

1. Prices charged for supplies under Rate Contract by the supplier should in no event exceed the lowest prices at which he bids to sell or sells the stores of identical description to any other State Government/DGS&D/Public Undertaking during the period of the contract.
2. If at any time during the period of contract, the prices of tendered items is reduced or brought down by any law or Act of the Central or State government, the supplier shall be bound to inform Purchasing Authority immediately about such reduction in the contracted prices, in case the supplier fails to notify or fails to agree for such reduction of rates, the Purchasing authority will revise the rates on lower side. If there is a price increase for any product after quoting the rates, the bidder will have to supply the item as per quoted rates. This office will not accept any higher rates after wards.
3. If at any time during the period of contract, the supplier quotes the sale price of such goods to any other State Govt/DGS&D and Public Undertakings at a price lower than the price chargeable under the rate contract he shall forthwith notify such reduction to Purchasing Authority and the prices payable under the rate contract for the equipment's supplied from the date of coming into force of such price stands correspondingly reduced as per above stipulation.

Any deviation in the material and the specifications from the accepted terms may liable to be rejected and the suppliers need to supply all the goods in the specified form to the satisfaction/ specifications specified in the Purchase order and demonstrate at the their own cost.

18. Arbitration:

If any difference arises concerning this agreement, its interpretation on payment to the made there under, the same shall be settled out by mutual consultation and negotiation. If attempts for conciliation do not yield any result within a period of 30 days, either of the parties may make a request to the Director, AIIMS Raipur to settle the dispute by Sole Arbitrator. Sole arbitrator will be appointed by the Director, AIIMS Raipur. In case of such arbitrator refusing, unwilling or becoming incapable to act or his mandate having been terminated under law, another arbitrator shall be appointed in the same manner from among the panel of three persons to be submitted by the claimant. The provision of Arbitration and Conciliation Act, 1996 and the rule framed there under and in force shall be applicable to such proceedings.

18. Legal Jurisdiction:

The agreement shall be deemed to have been concluded in Raipur, Chhattisgarh and all obligations hereunder shall be deemed to be located at Raipur, Chhattisgarh and Court within Raipur, Chhattisgarh will have Jurisdiction to the exclusion of other courts.

20. Quantity:

This is rate contract: hence quantity shown in the tender documents is tentative. It may be varied (Increase/Decrease) as per demand of the institute at the time of placing order.

21. The period of rate Contract is for one year which may be extended for another one year with mutual concerns.

22. False declaration will be in breach of the code of integrity under Rule 175 (1) (i) (b) of the General Financial Rules for which a bidder or its successors can be debarred for up to two years as per Rule 151 (iii) of the General Financial Rules along with such other action as may be permissible under law.

23. L1 shall be decided on lowest total amount including taxes.

24. (i) L1 shall be given purchase order for 70% of the total required quantity.

(ii) L2 shall be given purchase order for 30% of total required quantity if they agree

at rate of L1.

**Stores Officer (H)
AIIMS, Raipur**

Technical Bid

The following documents are required to upload by the Bidder along with Technical Bid as per the tender document:

- a) Please mention that the bidder is Manufacture /Distributor /Dealer / Trader/ Supplier relevant document should be uploaded.
- b) In case of distributor/dealer/trader/supplier must be upload tender specific authorization certificate from OEM/ manufacturer (Form C) should be uploaded.
- c) Copy of PAN Card should be uploaded.
- d) Firm/Company registration certificate should be uploaded.
- e) **The GST registration details may please be furnished.**
- f) Income Tax Return of last three years should be uploaded.
- g) Tenderer must provide evidence of experience/supplied materials as mentioned in tender document should be uploaded.
- h) Annual turnover & balance sheet of last three year duly certified by CA as mentioned in tender document should be uploaded.
- i) "Declaration by the Bidder "(Form B) should be uploaded as mentioned in tender document should be uploaded.
- j) Relevant brochure/catalogue pertaining to the items quoted with full specifications etc.
- k) Tenderer must provide a certificate on letter head that proprietor/firm has never been black listed by any organization should be uploaded.
- l) Form A with duly filled by bidder should be uploaded.
- m) Technical Specifications Compliance Report.
- n) Have you previously supplied these items to any government/ reputed private organization? If yes, attach the relevant poof. Please provide a certificate on letter head that you have not quoted the price higher than previously supplied to any government Institute/Organisation/reputed Private Organisation or DGS&D rate in recent past. If you don't fulfil this criteria, your tender will be out rightly rejected.

PRICE BID

- (a) Price bid in the form of BOQ_XXXX .xls

FOR PERFORMANCE GUARANTEE BOND

(To be typed on Non-judicial stamp paper of the value of Indian Rupees of Two Hundred)

(TO BE ESTABLISHED THROUGH ANY OF THE SCHEDULED BANK (WHETHER SITUATED AT RAIPUR OR OUTSTATION) WITH A CLAUSE TO ENFORCE THE SAME ON THEIR LOCAL BRANCH AT RAIPUR. BONDS ISSUED BY CO- OPERATIVE BANKS ARE NOT ACCEPTED)

To,
The Director
All India Institute of Medical Sciences (AIIMS),
Tatibandh, GE Road, Raipur-492 099 (CG)

LETTER OF GUARANTEE

WHERE AS All India Institute of Medical Sciences (AIIMS) Raipur (Buyer) have invited Tenders vide Tender No.....Dt.....for purchase of.....AND WHERE AS the said tender document requires the supplier/firm(seller)whose tender is accepted for the supply of instrument/machinery, etc. in response there to shall establish an irrevocable Performance Guarantee Bond in favour of “AIIMS Raipur” in the form of Bank Guarantee for Rs.....[10% (ten percent)of the purchase value] which will be valid for entire warranty period from the date of installation &commissioning, the said Performance Guarantee Bond is to be submitted within 30(Thirty) days from the date of Acceptance of the Purchase Order.

NOW THIS BANKHERE BY GUARANTEES that in the event of the said supplier/firm (seller) failing to abide by any of the conditions referred to intender document/purchase order/performance of the instrument/machinery, etc. This Bank shall pay to All India Institute of Medical Sciences (AIIMS) Raipur on demand and without protest or demur(Rupees.....).

This Bank further agrees that the decision of All India Institute of Medical Sciences (AIIMS) Raipur(Buyer) as to whether the said supplier/firm (Seller) has committed a breach of any of the conditions referred in tender document/ purchase order shall be final and binding.

We,.....(name of the Bank& branch) here by further agree that the Guarantee herein contained shall not be affected by any change in the constitution of the supplier/firm(Seller)and/or All India Institute of Medical Sciences (AIIMS) Raipur(Buyer).

Not with standing anything contained herein:

a.Ourliability under this Bank Guarantee shall not exceed` (Indian Rupees.....only).

b.ThisBank Guarantee shall be valid upto..... (date) and

c.Weare liable to pay the guaranteed amount or any part thereof under this bank guarantee only and only if AIIMS Raipur serve upon us a written claim or demand on or before..... (Date)

This Bank further agrees that the claims if any, against this Bank Guarantee shall be enforceable at our branch office atsituated at..... (Address of local branch).

Yours truly,

Signature and seal of the Guarantor

Name of the Bank:.....

Complete Postal Address:

Form-A**PARTICULARS FOR REFUND OF EMD TO SUCCESSFUL/UNSUCCESSFUL BIDDER****RTGS/National Electronic Fund Transfer (NEFT) Mandate Form**

1	Name of the Bidder	
2	Permanent Account No(PAN)	
3	Particulars of Bank Account	
	a) Name of the Bank	
	b) Name of the Branch	
	c) Branch Code	
	d) Address	
	e) City Name	
	f) Telephone No	
	g) NEFT/IFSC Code	
	h) RTGS Code	
	i) 9 Digit MICR Code appearing on the cheque book	
	j) Type of Account	
	k) Account No.	
4	Email id of the Bidder	
5	Complete Postal Address of the bidder	

Form-B

Declaration by the Bidder:

1. I/We have downloaded the tender from the internet site and I/We have not tampered /modified the tender documents in any manner. In case the same is found tampered/ modified, I/We understand that my/our offer shall be summarily rejected and I/We are liable to be banned from doing business with AIIMS Raipur and/or prosecuted as per laws.
2. I/We have read and fully understood all the terms and conditions contained in Tender document regarding terms & conditions of the contract& rules and I/we agree to abide them.
3. The bidder should not have been blacklisted before at any government organisation
4. No other charges would be payable by Client and there would be no increase in rates during the Contract period.

Place:.....

(Signature of Bidder with seal)

Date:.....

Name :

Seal :

Address :

Form-C

MANUFACTURER's / PRINCIPAL's AUTHORIZATION FORM

To
The Stores Officer(H),
All India Institute of Medical Sciences Raipur

Dear Sir,

TENDER: _____.

we, _____ who are
established and reputable manufacturers of _____, having
factories at _____ and _____, hereby
authorize Messrs. (Authorised Dealer/Sole Distributor/Supplier) _____ (name and
address of agents) to bid, negotiate and conclude the contract with you against
Tender No. _____ for the above goods manufactured by
us. No company or firm or individual other than Messrs.
_____ are authorized to bid, negotiate and
conclude the contract in regard to this business against this specific
tender.

We hereby extend our full guarantee and warranty as per the conditions
of tender for the goods bided for supply against this tender by the above
firm.

The authorization is valid up to _____

Yours faithfully,

(Name)

For and on behalf of M/s. _____

(Name of manufacturers)/Principal

ANNEXURE-I

Specifications of Personal Protection Equipment (PPE) for Contact & Airborne precautions)

Following items to be provided as a kit in a sealed pocket.

Medium and large size

Gloves -

- Nitrile
- Non-sterile
- Powder free
- Outer gloves preferably reach mid-forearm (minimum 280 mm total length)
- Different sizes (8-8.5 and 9-9.5) one pair each
- Quality compliant with the below standards, or equivalent:

EU standard directive 93/42/EEC Class I, EN 455

EU standard directive 89/686/EEC Category III, EN 374 ANSI/SEA 105-2011

ASTM D6319-10

Coverall

- 95 GSM – splash proof / non permeable quality CE std. 02091.
- Impermeable to blood and body fluids
- Single use
- Avoid culturally unacceptable colors e.g. black
- Light colors are preferable to better detect possible contamination
- Elastic cuff at ankle and wrist along with elastic hood and elastic waist
- Long zip with double lock
- Thumb/finger loops to anchor sleeves in place
- Quality compliant with following standard
- Meets or exceeds ISO 16603 class 3 exposure pressure, or equivalent

Goggles

- With transparent glasses, zero power, well fitting, covered from all sides with elastic band/or adjustable holder.
- Good seal with the skin of the face
- Flexible frame to easily fit all face contours without too much pressure
- Covers the eyes and the surrounding areas and accommodates for prescription glasses
- Fog and scratch resistant
- Adjustable band to secure firmly so as not to become loose during clinical activity
- Indirect venting to reduce fogging
- May be re-usable (provided appropriate arrangements for decontamination are in place) or disposable
- Quality compliant with the below standards, or equivalent:
 1. EU standard directive 86/686/EEC, EN 166/2002
 2. ANSI/SEA Z87.1-2010

N-95 Masks

- Shape that will not collapse easily
- High filtration efficiency
- Good breathability, with expiratory valve
- Quality compliant with standards for medical N95 respirator:
 - a. NIOSHN95, EN149FFP2, or equivalent
- Fluid resistance: minimum 80 mmHg pressure based on ASTM F1862, ISO 22609, or equivalent
- Quality compliant with standards for particulate respirator that can be worn with full-face shield

Shoe Covers

- Made up of the same fabric as of coverall
- Should cover the entire shoe and reach above ankles

Face Shield

- Made of clear plastic and provides good visibility to both the wearer and the patient
- Adjustable band to attach firmly around the head and fit snugly against the forehead
- Fog resistant (preferable)
Completely covers the sides and length of the face
- May be re-usable (made of material which can be cleaned and disinfected) or disposable
- Quality compliant with the below standards, or equivalent:
 - a. EU standard directive 86/686/EEC, EN 166/2002
 - b. ANSI/SEA Z87.1-2010

Triple Layer Medical Mask

- Three layered medical mask of non-woven material with nose piece, having filter efficiency of 99% for 3 micron particle size.
- a. ISI specifications or equivalent

Note: All packets should be marked as “AIIMS Raipur supply”

ANNEXURE-II

ANNEXURE - 2

**F.No8/4/2020-R&D
Government of India
Ministry of Textiles**

Udyog Bhawan, New Delhi
Dated 6th April 2020

Some instances have come to the notice of this Ministry, where Manufacturers / Suppliers whose proto-type samples for Body Coveralls for COVID-19 have failed laboratory tests, are still supplying their Personal Protection Equipment (PPE) Body Coveralls in the market.

Ministry of Health & Family Welfare, Government of India has published a Comprehensive Guideline for Personal Protection Equipment for COVID-19. Since March 2020, the indigenous development of Manufacturers of Body Coveralls has been based on the MoH&FW's guidelines published on 2nd March 2020.

As of now, there are two laboratories in the country which have the facilities as well as necessary approvals, for conducting tests on Body Coveralls (PPE) required for COVID-19. These are; South India Textiles Research Association (SITRA), Coimbatore; and Defence Research & Development Establishment (DRDE), Gwalior. The Tests and Certifications of Body Coveralls (PPE) conducted at these two laboratories in India are the only officially recognized ones.

In order to ensure that quality and safety standards of Body Coveralls are maintained consistently, as required in terms of Guidelines of the Ministry of Health & family Welfare, Government of India for COVID-19, the following instructions are issued for compliance:

1. For each test conducted at SITRA in respect of a fabric and the PPE garments, for which proto-type samples are sent by the

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respective manufacturers, SITRA will generate a Unique Certification Code (UCC-COVID 19). This code should keep records of the type of fabric, type of garment, and its date of testing, testing standard, and other relevant particulars. SITRA will preserve the test sample in sealed condition in its custody for any future reference by a government agency. The Certification should have a fixed validation period in consistency with international norms. SITRA will issue such procedure even in respect of the proto-type samples tested since March 2020 and onwards.

2. Similar procedure as in Para 1 above, may be followed by DRDE, Gwalior.

3. The PPE Garment (Body Coveralls for COVID-19) manufacturer will manufacture Coveralls in accordance with the materials and workmanship as per the tested and certified proto-type sample, which is linked with the UCC-COVID 19. Any change in component of proto-type shall require a new test and certification and generation of a new Code.

4. The PPE (Body Coverall for COVID-19) garment manufacturer will either print in indelible ink, or stick a tamper-proof sticker, on the body of the garment on the inside of the PPE with the following particulars;

(i) Name of Manufacturer :

(ii) SITRA /DRDE Unique Certification Code (UCC)

(iv) Test Standard

(iv) Date of Manufacturing / Batch Number

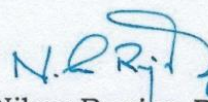
(v) [Order: HLL life care Ltd] if the material is supplied to HLL life care. State Government and other bulk procurement agencies may insist on similar requirement if they desire so. This (v) may not be mandatory for retail orders.

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5. M/s HLL Lifecare Limited will devise a sampling plan with regard to the frequency of test sample collection from the lots which are supplied progressively by the Manufacturer. The randomly collected test samples may be periodically sent to SITRA or DRDE for tests, as the case may be. Further action regarding acceptance procedure etc. may be devised by HLL Lifecare. Other State/Central Government agencies may also device random sample collection protocol and quality assurance plan. The quality control and assurance plan may be well publicised and informed to all suppliers in writing.

This procedure may be implemented with immediate effect. SITRA/DRDE may generate the Codes on immediate basis for information of the certified Body Coverall manufacturers, and HLL Lifecare.


(Nihar Ranjan Dash)
Joint Secretary

Copy for circulation to:

1. South India Textiles Research Association, Coimbatore
2. Director, Defence Research & Development Establishment, Gwalior
3. CMD, M/s HLL Lifecare Limited, Camp Office: Delhi and HO: Trivandrum (a copy of the instructions may be furnished to the Suppliers on which orders for Body Coveralls are placed for necessary compliance)
4. Textiles Commissioner, Mumbai
5. Notice Board: Ministry of textiles official website

Copy for kind information to:

1. Secretary, Ministry of Health & Family Welfare, Nirman Bhawan, New Delhi.

Instructions for Online Bid Submission:

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

REGISTRATION

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “Online bidder Enrollment” on the CPP Portal which is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / e-Mudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

SEARCHING FOR TENDER DOCUMENTS

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid.

- 3) Number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 4) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 5) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” or “Other Important Documents” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

SUBMISSION OF BIDS

- 1) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
- 4) The server time (which is displayed on the bidders’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 7) The documents being submitted by the bidders would be encrypted using PKI encryption all techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key.
- 8) Further this key is subjected to asymmetric encryption using buyers/bid opener’s public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 9) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 10) Upon the successful and timely submission of bids (i.e. after Clicking “Freeze Bid Submission” in the portal), the portal will give a successful bid submission message & a bid

summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.

- 11) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS

- 1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- 2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk number 0120-4200462, 0120-4001002.