

**HINDUSTAN LATEX FAMILY PLANNING PROMOTION TRUST**  
**B-14A, IInd Floor, Sector 62, Noida,**  
**Gautam Budh Nagar, Uttar Pradesh - 201307**

**Request for Proposal (RFP)**

**Purchase of Medical & Diagnostic Equipment Under JSW- CD Project**

**Scope of work:** To provide Medical Equipment as per enclosed Annexure - 3.

Hindustan Latex Family Planning Promotion Trust (HLFPPT) has been awarded to implement and operationalizing one Community Dispensary Project funded by JSW at Thekoloji of Sambalpur district of Odisha. The services provided would be preventive, promotive, and curative care. The Objective of the project is to provide primary health care services for common diseases including communicable and non-communicable diseases, RCH services, carry out screening activities and provide referral linkages to appropriate higher facilities.

For the same, HLFPPT invites sealed proposals for “**Purchase of Medical & Diagnostic Equipment under JSW-CD Project**” as per details, terms and condition given below:

**Terms and conditions**

1. The agency can be an individual/HUF/ Association of Persons (AOP)/Society/Trust/Partnership firm/company incorporated under the laws of India.
2. No agency shall be entitled to submit more than one bid whether jointly or severally. If one does so, all bids wherein the agency has participated shall stand disqualified.
3. The agency shall bear all costs associated with the preparation and submission of bid.
4. The agency must have PAN (Permanent Account Number) and registered with GST and the document for the same is to be attached.
5. HLFPPT reserves the right to accept /reject/ select one or more than one agency and to annul the bidding process any or all bids at any time prior to award of contract without thereby incurring any liability to the affected agency.
6. Schedule of supply will be provided by HLFPPT at the beginning of the Purchase Order. In case of delay/ disruption of the activity

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implementation/execution, penalty will be levied.

7. HLPPT reserves the right to cancel the contract based on performance without assigning any reason thereof.
8. Evaluation of the bids will be done by competent committee from HLPPT.
9. HLPPT shall without prejudice to its other remedies under the contract, deduct from the Contract Price, as Liquidated Damages a sum equivalent to 2.5% of the price of agreed unperformed good supply or for delay of each day until actual delivery or performance, up to a maximum deduction of 20% of the contract Price. Once the maximum is reached, HLPPT may consider termination of the contract.
10. In the event of award of contract the agency shall be able to supply the **Medical & Diagnostic Equipment** within 05-10 days of award of contract as per the schedule provided by HLPPT.
11. HLPPT management reserves the right to change (increase or reduce) the numbers/units as per its sole discretion and Project requirement.
12. **Documents required to release the payment:**
  - a. Bill / Invoice mentioning Permanent Account Number of Income Tax Department
  - b. Documentary proof of the deliverables as per Purchase order.
13. Agencies that will be technically qualified would only be considered for opening of financial bids.
14. The agency should submit enclosed **Annexure - 1** duly seal & signed.
15. Technical Evaluation of the agencies would be done on the following basis-

1	Experience with HLPPT/Govt. Agency/NGO/Development Sector	20
2	Experience in similar type of Product	20
3	Annual Turnover - Financial Status of the agency.	30
4	Clientele.	20
5	Any other criteria as per discretion of Management.	10

**Agency should submit the Technical bids as per details are placed in above table with enclosed Annexure-2: Technical Bid Format.**

16. The RFP shall be evaluated strictly based on the substantive information/credentials/documentary evidences submitted by the agencies.

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17. HLPPT Management Reserves the Right to award the work to more than one Agency as per requirement.
18. The agency needs to submit 'Technical Bid' & 'Financial Bid' in sealed envelopes by super scribing as '**Technical Proposal for Purchase of Medical and Diagnostic Equipment under JSW-CD Project**' and '**Financial Proposal for Purchase of Medical and Diagnostic Equipment under JSW-CD Project**'.
19. All the bid needs to be submitted by **5.00 pm on Date- 15<sup>th</sup> December 2022** at the following address:

**Manager - Administration**  
**Hindustan Latex Family Planning Promotion Trust (HLPPT)**  
**B-14A, IInd Floor,**  
**Sector 62, Noida, Gautam Budh Nagar, Uttar Pradesh - 201307**  
**Ph. 0120 - 4231060/61/62**

20. Agencies would not be allowed to subcontract, partial/full of the work assigned to them. In such case the Management reserves the right to cancel the contract with the agency.
21. The rates quoted by the agency will be inclusive of all Taxes and Freight Charges etc. Agency should submit the financial bid as per the **Annexure-3: Financial Bid Format**
22. The rate quoted by the agency will be valid for 06 month from the submitted quotation/award of the contract.
23. HLPPT reserves the right to award the Purchase order to the second highest scoring agency in the event the first highest scoring agency backs out after final discussions.
24. Any technical and financial bid with inadequate information and those which do not meet the eligible criteria or received after the closing date & time will not be entertained and considered under any circumstances.
25. The agency needs to sign and stamp all pages of the technical bid along with the terms and conditions of RFP.
26. The Agencies should also submit an undertaking (**Annexure-4**) duly signed & Stamped.
27. Supply will be for Thelkoloji, Sambalpur, Orrisa location
28. The contract may be terminated on breach of any of the clauses of this RFP.

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29. HLPPT reserves the right to cancel the bid anytime without prior information/notice.

We agree and abide by all terms and conditions as mentioned above including the validity of the offer

**Utmost confidentiality of the data provided shall be maintained.**

**Name & Signature of Authorized Signatory**  
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**Annexure- 1**  
**(To be filled, sign & stamp by Agency)**

**A**

<b>S.No</b>	<b>Particulars</b>	<b>Remarks</b>	<b>Work Experience</b>
1	Experience with HLPPT/Govt. Agency/NGO/Development Sector	Yes/No	
2	Experience in similar Type of Product supply	Year	

**B**

<b>S.No</b>	<b>Particulars</b>	<b>Last 3 Year</b>		
		<b>2019-2020</b>	<b>2020-2021</b>	<b>2021-2022</b>
3	Annual Turnover/ITR			

**C**

<b>S.No</b>	<b>Particulars</b>	<b>Top 5 Client List</b>
4	Clientele List	

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**Annexure- 2: Technical Bid Format**

**Location :- Thekoloji, Sambalpur, Orrisa**

	<b>SPECIFICATION (TECHNICAL)</b>	<b>AGENCY'S REPOSE (Agreed /Disagreed)</b>
1.	Supply to be done according to the quantities, specifications, quality, schedule and locations approved by HLFPPT	
2.	The receipt of products to be submitted as proof along with invoice.	
3.	The agency is capable and agrees to complete the supply within specified time as agreed upon otherwise penalty clause will be invoked.	
4.	Past experience of the agency in supply of items or similar items, as listed in this RFP. Please give details or provide list of clients to whom similar goods have been supplied.	
7.	Management reserves the right to award the purchase order to more than one agency (on the basis of quality consideration/ experience of the agency) in addition to rates parameters.	
8.	Constitution of the agency whether Proprietor ship/Partnership/Company. Give details of Proprietor/ Partner/Directors.	
9.	For how many years the agency is engaged in similar line of activities.	
10.	Registration certificate with GST need to be submitted along with the technical quotation.	
11.	Penalty clauses will apply as per the company's policy, as per terms of the purchase order: the decision of the HLFPPT/Project Management shall be final and binding in this regard.	
12.	The final price will remain valid for 06 months from the submitted Proposal/award of the Purchase order.	

**Please Note:-**

- 1. Form must be completed in all respects; incomplete forms may liable to be rejected.**
- 2. The form must be duly signed and sealed by the Authorised signatory**
- 3. The form must be submitted on or before due date and time.**

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**Annexure-3: Financial Bid Format**

I am submitting below the lowest quotation for the above after understanding completely the technical specifications and other terms and conditions of the RFP.

	<b>SPECIFICATIONS (FINANCIAL)</b>
1.	Rates will be inclusive of all Taxes/Levies and Freight Charges etc.
2.	TDS as applicable will deduced as per Income Tax Act, 1961
3.	Payment will be made through cheque / NEFT/ RTGS.
4.	Payment shall be made within 45 days after submission of original invoice & delivery of goods
5.	Penalty clauses will apply as per the company's policy, as per terms of the purchase order: the decision of the HLPPT/Project Management shall be final and binding in this regard.

**Name & Signature of Authorized Signatory**  
**Name & Seal of the Firm/ Agency**  
**Address:**  
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I am submitting below my lowest quotation for the above after understanding completely the technical specifications and other terms and conditions relating to time frame, quality as spelled out in the Bid document.

S.No	Particulars	Qty.	Specifications	Rate per unit in Rs. ( Inclusive Taxes)	Total Amt. in Rs. ( Inclusive Taxes)
1	Haematology Analyzer (cell counter)	1	Semi Automatic Siemens Hematology Analyzers for Hospital Cell Counter 3 Part Hematology Analyzer		
2	Fully Automated Electrolytes & Biochemistry Analyzer	1	Erba EM 200 Fully Automated Clinical Chemistry Analyzer Product Applications End Point Reactions: Glucose, Cholesterol, Triglycerides, Albumin, Total Protein, Uric Acid, Calcium, Magnesium, Bilirubin Total, Bilirubin Direct		
3	Digital Microscope	1	Olympus Magnus Brand Microscope MLX B, For Research, Pathology, Halogen, Brand Magnus Usage/ Application Research, Research, Pathology Light Source halogen Portable Material - SS and MS		
4	Blood Mixer	1	REMI C852 Bench Top Centrifuge		
5	ECG - 12 Leads	1	Technocare 12 Channel ECG Machine, Tm 12e, Model: TM-12E		
6	IR Temperature Gun	1	BPL Medical Technologies BPL Accu Digit Non Contact Infrared Thermometer, 32.0 Centigrade -42.20 Centigrade / 89.6 Fahrenheit - 107.9 Fahrenheit, 0.0 Centigrade -100.0 Centigrade		
7	Pulse Oxymeter- SPO2	1	BPL Smart Oxy Finger Tip Pulse Oximeter Number of Batteries 2 AAA batteries required. Battery Life 3 Months		
8	BP Apparatus	1	BPL Medical Technologies Automatic Blood Pressure Monitor BPL120/80 B1 - (White) (BPL 120/80 B1) Power Source 4 AA batteries or Medical AC Adapter Use for Hands Display Type LCD		

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9	Stethoscope	1	3M Littmann Classic III Monitoring Stethoscope, Black Tube, 27 inch, 5620 Exterior Finish Stainless Steel		
10	FIRST AID BOXES ALONG WITH CONTENTS.	2	1. Betadine Ointment		
			2. Silverex Ointment		
			3. Volini Gel		
			4. Betadine Liquid		
			5. Savlon Liquid		
			6. Rectified Spirit		
			7. Hydrogen Peroxide		
			8. Gentian Violet		
			9. Eyedrop		
			10. Roller Bandage		
			11. Paracetamol		
			12. Thermometer		
			13. Creppe Bandage		
			14. Scissor		
			15. Gauge Pad		
			16. Cotton		
			17. Potassium Paramanganate		
			18. Torniquate		
11	Oxygen cyclinder with mask along with stand(Jumbo Cyclinder)	1	Make - Mygetwell store		
			Cylinder Water Capacity 46.7 Ltr		
			Cylinder Oxygen Capacity 7000 ltrs (7 Cum)		
			Weight of Cylinder 51kg(Approx)		
			Height of Cylinder with valve 1445mm(Approx)		
			Diameter of Cylinder (Outer) 232mm (Approx)		
			Cylinder working duration/Last 48hrs @ 2 lpm		
			Cylinder Gas Type Medical Oxygen		
			Ideal use of Cylinder Hosptial, Ambulance, Clinic & Home Use		
			Working pressure of Cylinder 150kg/cm <sup>2</sup> at 15 degree Celsius		

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12	X-Ray reading plate	1	Make - Meddeygo		
			LED X-Ray View Box		
			View: Single		
			Sheet: Acrylic Sheet		
			Power: 12 V, 50-60Hz		
			Bulb: High Glossy Led Bulbs		
			Parts: Heavy Duty Switch & Socket Used		
13	Autoclave	1	Make - Wellton Healthcare		
			Automatic Autoclave		
			Automation Grade: Fully Automatic		
			Usage Sterilization		
			Size 30 X 30 Cms. Ht 30 X 50 Cms. Ht 30 X 70 Cms. Ht		
			Type Of Sterilizer: Steam Sterilizer		
14	HEIGHT STAND AND WEIGHT MACHINE.	2	Make - Vittico		
			Wall Mounted Height Scale		
			Material Aluminium		
			Length 100 cm		
			Size 110-210 cm		
			Model Name/Number mi 0025		
			Heavy Thick Tempered Glass LCD Display Weighing Machine   Digital Weight Scale		
15	Screen Seperator	1	Surgihub 4 Fold Hospital Screen		
			Brand Surgihub		
			Usage - Hospital		
			Certification		
			ISO 9001:2008, ISO 9001:2015, ISO 13485:2012, ISO 14001:2015 & CE GMP Certified		

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16	Saline Stand	1	MOWELL movable IV Stand/Saline stand, Adjustable drip stand (stainless steel) Saline Stand		
			Material Stainless Steel		
			Adjustable Height 1220 to 2340 mm.		
			Number of Hooks:1		
			Number of Legs:5		
17	Steel Round Stool	2	Stainless Steel Revolving Patient Stool		
			Brand -AS Medisteel		
			Dimensions :45x45x60 cm		
			Material :Stainless Steel		
			Application :Hospital		
18	Steel Bed with Mattress, Bed sheet & Pillow	1	Make - Wellton Healthcare		
			Semi-Fowler Bed		
			Specifications		
			Frame Material: S.S		
			Height: 550mm		
			Length: 1980mm		
			Width: 980mm		
			Finish: Epoxy Powder Coated		
			Fowler Bed Mattress:		
			As per bed size		
			Bedsheet & Pillow (with cover) - Cotton in White Color		
19	Wheel Chair	1	Make - VMS Careline		
			Weight Capacity 100 kg		
			Seat Width 13 inch		
			Frame Material Stainless Steel		
			No Of Wheels 4		
			Seat Material Leather		
			Folded Width 11 inch		
			Item Weight 10 kg		

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20	Stretcher	1	Make - Adequate Electro		
			Features:		
			Detachable top		
			Epoxy powder coated		
			4" Wheels for easy movement		
21	Patients waiting bench	2	Make - India Surgicals		
			Color Silver		
			Surface Treatment		
			Stainless Steel		
			Warranty 1 Year		
			Seating Height 18 -19 Inches		
			Capacity: 3 seater		
22	Dressing Table	1	Make - Imdfurns		
			Hospital Dressing Table cum Trolley		
			Load Capacity 50kG		
			Feature Heat Resistant, Non- Stick		
			Max Height (mm) 900 mm		
			Wheel : Four Wheel		
			Corrosion Resistance :Yes		
			Material :Stainless steel		
23	Fire Extinguisher	4	Make - Blazeproof® Fire ABC Powder		
			9 kg DCP Fire Extinguisher		
			Weight : 9 kg		
			Type : DCP		
			Color : Red		
			Dimensions : 58 x 58 x 18.3 cm		
			Type of Product : Fire Extinguisher		

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24	BLANKETS TO BE USED IN HOSPITALS .	5	Make - Lime Road		
			Hospital Woolen Blanket,		
			Weight:1000 - 1800 gm		
			Fabric: Woolen		
			Type: Single		
			Weight: 1000 - 1800 gm		
			Color: Brown		

Important Note-

- Supply to be done according to the quantities, specifications, quality, schedule and locations approved by HLPFPT
- The rates quoted shall be valid One Year from issue of purchase order.
- Cost of item should include all kind of packaging, processing & transportation & other charges along with taxes.

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**Annexure -4**

**Undertaking from Vendor**

This has reference to the RFP dated .....In response to the RFP, we have submitted our technical & financial bids on..... at your office ..... In connection with the above bids, we hereby declare as under:-

- i- That we are neither related to any of your Trustees, Officers and other employees nor do we have any financial, commercial or other interests with any of the above persons in any capacity whatsoever.
- ii- That we have submitted the bids in the name of M/S... and declare that no other bids have been submitted by us in the name of any other firms/companies/proprietors/individuals which comes under the same management and related parties.
- iii-We hereby undertakes that in case of any violations to the above declarations at any stage of the contract, HILFPPT reserves the sole right to cancel the contract and recover the full value of the contract from us.

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