



Rate contract for supply of Hospital Linen and Staff uniform

For various Hospitals of ACCF Across Assam.

Ref No. ACCF/Linen&Uniform/2021-22/35

Date 6.1.2022

Issued by:

ASSAM CANCER CARE FOUNDATION

3rd floor, V.K. Trade Centre, G.S. Road, Opp. Down
Town Hospital, Guwahati – 781022, Assam Ph: +91-
90852 02020 E:procurement@accf.in | W:
www.assamcancercarefoundation.org

1 NOTICE INVITING PROPOSAL:-

**Notice Inviting Proposal
(NATIONAL COMPETITIVE BIDDING)
RFP Reference No - ACCF/Linen&Uniform/2021-22/35**

Online proposals are invited by the undersigned from eligible parties (Hospital Linen and uniform) vide this RFP to shortlist and engage the most suitable of them for rate contract for a period of 12 months to provide Linen & staff Uniform, as and when required by ACCF.

Calendar of RFP Events & Key Information:

| | |
|--|---|
| Date of issue of the RFP | 6-1-22 |
| Pre-Bid Meeting | 11-01-22 at 14:30 Hrs at ACCF Office/ MS Teams ID will be published in ACCF Website www.assamcancercarefoundation.org |
| Last date and time of Proposal submission (Online) | 27-01-22 till 1300 Hrs |
| Last date and Time for submission of hard copies of key documents. | 27-01-22 till 1500 Hrs along with the samples |
| Date & Time for opening of technical proposal | After 2 hrs from last date and time of bid submission. |
| Date & Time for opening of financial proposal | To be notified once the technical proposal evaluation is complete. |
| Address for Communication | ASSAM CANCER CARE FOUNDATION 3rd floor, V.K. Trade Centre, G.S. Road, Opp. Down Town Hospital, Guwahati – 781022, Assam Ph: +91-9998515371, E: procurement@accf.in W: www.assamcancercarefoundation.org |
| RFP document and bid Processing Fee (non-refundable) | Rs 500/- (Rupees Five Hundred) only in the form of e-portal processing fee to be paid online. |
| Bid Security/EMD | Rs 50,000 (Rupees Fifty Thousand) only. To be furnished along with the proposal towards bid security drawn in favour of “Assam Cancer Care Foundation” in the form of Bank Guarantee/Fixed Deposit Receipt (lien marked)/ Online Transfer (NEFT/FTGS) in the tedder portal/Demand Draft, issued by any scheduled commercial bank under RBI, having branch in Guwahati. |
| Contract Period | The shortlisted service provider(s) shall be engaged for a period of 2 years- if found suitable. |
| Location of Hospitals of ACCF | 1. Dibrugarh 2. Barpeta 3. Darrang |

| | |
|--|--|
| | 4. Tezpur 5. Jorhat 6. Lakhimpur 7. Kokrajhar 8. Diphu 9. Silchar |
|--|--|

Note:

- (i) The above timelines are indicative, and ACCF reserves the right to change the timelines as per the requirement.
- (ii) In the event of any of the above-mentioned dates being declared as a holiday for the Proposal Inviting Entity then the event or activity shall be postponed to the next working day at the appointed time.
- (iii) All applicants must furnish Bid Security and Processing Fee of the amount and in the manner as asked for. Proposal without Bid Security & processing Fee shall be liable for rejection summarily.
- (iv) Rates quoted should be FOR sites (including loading and unloading as per details mentioned above).

-s/d-

Assam Cancer Care Foundation
Guwahati, Assam

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2 DISCLAIMER

- 2.1. This RFP is issued by Assam Cancer Care Foundation ("ACCF" or "Client")
- 2.2. The information contained in this RFP document or information that may be subsequently provided to the interested applicants ("Applicant" or "Bidder" or "Tenderer"), whether verbally or in documentary or any other form by or on behalf of Client or any of their authorized employees or advisers or representatives, would be subject to the terms and conditions set out in this RFP and such other terms and conditions subject to which such information is provided.
- 2.3. This RFP is neither an agreement nor an offer by the Client to the prospective Applicant or any other person. The purpose of this RFP is to provide interested parties with information that may be useful to them in the formulation and submission of their Proposals pursuant to this RFP.
- 2.4. This RFP includes statements, which reflect various assumptions and assessments made by the Client in relation to the scope of work contemplated in relation to the Project. Such assumptions, assessments and statements do not purport to contain all the information that each Applicant may require.
- 2.5. This RFP may not be appropriate for all persons, and it is not possible for the client and its employees, advisor or consultant to consider the objectives, technical expertise and particular needs of each party who needs or uses this RFP. The assumptions, assessments, statements and information contained in this RFP may not be complete, accurate, adequate or entirely correct. Each prospective Applicant should, therefore, conduct its own enquiries and analysis to check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments and information contained in this RFP and obtain independent advice from appropriate sources.
- 2.6. Information provided in this RFP to the Bidder is on a wide range of matters, some of which depend upon interpretation of law. The information given is not an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The Client accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein.
- 2.7. The Client, its employees, advisers, and representatives make no representation or warranty and shall have no liability to any person including any Applicant under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFP or otherwise, including the accuracy,

adequacy, correctness, reliability or completeness of this RFP and any assessment, assumption, statement or information contained herein or deemed to form part of this RFP.

- 2.8. This RFP and the information contained herein are to be used only by the person to whom it is issued, and it is not transferable. It shall not be copied or distributed by the recipient to third parties (other than in confidence to the recipient's professional advisors). Even in the event the recipient does not continue with its involvement in the Project in accordance with this RFP, the confidentiality obligations under this RFP or subsequent tender or contract shall continue to be binding on and adhered to by the Applicant.
- 2.9. ACCF also accepts no liability of any nature whether resulting from negligence or otherwise however caused arising from reliance of any Applicant upon the statements contained in this RFP.
- 2.10. ACCF may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in this RFP.
- 2.11. The issue of this RFP does not imply that the client is bound to select an applicant or to appoint the selected applicant, as the case may be, and ACCF reserves the right to reject all or any of the proposals without assigning any reasons whatsoever.

3 ELIGIBILITY CRITERIA:

| S. No. | Eligibility Criteria | Documentary Evidence Required |
|---|---|--|
| 1. Entity | | |
| 1.1 | The Bidder must be a single entity registered under applicable laws in India. The entity must have been in business for more than 3 years as on 1.12.2021. (Consortium and/or Joint ventures are not eligible) | Copy of Any one of the followings: 1. Certificate of Incorporation 2. Certificate of Registration 3. Partnership Deed |
| 1.2 | The Applicants should be registered under relevant statutes including Income Tax Act, GST Act, updated statutory clearances to operate in state of Assam | copy of: - (a) GST Registration Certificate (b) PAN card (c) Trade license |
| 2. Financial Strength | | |
| 2.1 | The Applicant must have achieved a minimum average annual turnover of Rs. 50 Lakhs during last three financial years (i.e, 2018-19, 2019-20 and 2020-21 The Applicant should have a positive net worth as on 31st March 2021 | 1. Turnover Certificate by CA (showing net worth) |
| 3. Work Experience | | |
| 3.1 | The Applicant should have the experience of executing similar work for at least last three financial years for Clients in any one or more of the following having single work order with more than 10 lakh after 1.1.2018 (a) Public Sector undertakings (b) Corporate /Charitable organization (c) Central/State government/Private organization | Self-attested copies of work Orders in support of this experience. |
| 4. Non-blacklisting or Debarment | | |
| 4.1 | The Applicant should not have been blacklisted or debarred from participating in any bidding process by ACCF or any government, UN or public sector entity that is in force as on the due date for submission of Proposal. | Declaration inline as per Annexure 2 |
| 4.2 | The Applicant including its owner or partner or director or office bearer or officials should not have been convicted by any court in last three years as on the date of submission of the Proposal for any offence relating to fraud, misrepresentation, non- performance of contractual obligations, etc. | Declaration inline as per Annexure 2 |

Note: The decision of the ACCF (RFP Inviting Entity) regarding eligibility would be final and binding on all Bidders. ACCF may seek clarifications from Bidders for satisfying itself with respect to the documents and submissions by the Bidders on the Eligibility Criteria.

4 INSTRUCTIONS TO THE BIDDER

- 4.1.1 The Applicant is required to prepare and submit the complete proposal documents in the online e-Tender portal (i.e., <https://assamtenders.gov.in>) within due date of submission.
- 4.1.2. All documents including duly filled up forms, formats, instruments and write-up that form part of the proposal should be serially numbered and signed by the Applicant or by the person(s) authorised to sign, as the case may be, on each page before scanning and uploading in the e-Tender portal.
- 4.1.3. Proposal shall be typed or written in indelible ink and shall be signed by a person or person(s) duly authorized to sign on behalf of the Applicant. All pages of the proposal where entries or amendments have been made shall be initialed by the person or persons authorised to sign.
- 4.1.4. Proposals shall be digitally signed as per Class 3 digital certificate by a person or person(s) duly authorized to sign on behalf of the Applicant for online submission.
- 4.1.5. The Applicant is required to submit the hard copies of selected key documents of the technical proposal within due date of submission of the proposal. The hardcopies shall include following documents:
- (a) EMD (Bid Security) and Processing/Tender Document Fee (if not paid online)
 - (b) Declaration as per **Annexure-2**
 - (c) Original Power of Attorney Document or certified copy of the Board Resolution (in case of Company) authorizing the Signatory.
- 4.1.6. The Applicant can submit above hard copies either through courier or by hand (with acknowledgement) in the address given below. Non-submission of hard copies within due date and time shall be treated as no-bid and render the bid liable for rejection.

To

Chief Operating Officer (COO),
ASSAM CANCER CARE FOUNDATION
3rd floor, V.K. Trade Centre, G.S.
Road, Opp. Down Town Hospital,
Guwahati-781022, Assam.

- 4.1.7. General guidance for e-Tendering Instructions/ Guidelines for tenders for electronic submission of the tenders have been annexed for assisting the contractor/bidders to participate in e-Tendering.
- 4.1.8. Registration of Contractor/bidder

Any contractor/bidder willing to take part in the process of e-Tendering will have to be enrolled & registered with the Government e-Procurement system, through online bidder enrollment in <https://assamtenders.gov.in> (the web portal of Assam Govt. eTendering). The

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contractor/bidder/bidder is to click on the Online Bidder Enrollment link for creating their account and register their login Id and Password.

4.1.9. Digital Signature certificate (DSC)

Each contractor/bidder is required to obtain a Class-III Digital Signature Certificate (DSC) (only signing certificate is required) for submission of tenders

4.1.10. Downloading of Bid Documents: The contractor/bidder/bidder can download NIT & Bidding Documents from <https://assamtenders.gov.in>. There is also different search method for searching of published tenders. For downloading the tender documents or to view the information of a tender Digital Signature Certificate is not mandatory. DSC is mandatory only to submit the Bid.

4.1.11. Participation in more than one work: A prospective bidder shall be allowed to participate in the job either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single job all his applications will be rejected for that job.

4.1.12. Seeking Clarification: Bidders have to ask any kind of clarification through “Seek Clarification” Tab available at <https://assamtenders.gov.in>. Clarification asked through any other mode will not be accepted.

4.1.13. Amendment of Bidding Documents:

a. Before the deadline for submission of bids, the purchaser may modify the bidding documents by issuing online corrigendum. The corrigendum will appear on the website <https://assamtenders.gov.in> under “Latest Corrigendum” and email notification is also automatically sent to those bidders who have moved this tender to their “My Tenders” area.

b. Any addendum thus issued shall be part of the bidding documents and deemed to have been communicated to all the bidders who have moved this tender to their “My Tenders” area. In case of any addendum/corrigendum, the system will automatically send e-mails to all bidders who have downloaded the bidding document.

c. To give prospective bidders reasonable time in which to take an addendum into account in preparing their bids, the purchaser may extend, as necessary, the deadline for submission of bids.

d. In case a bidder has already submitted the bid before corrigendum & he/she will be allowed to resubmit the updated bid again without any additional cost of EMD. In that case his updated bid shall be taken for evaluation.

4.1.14. Submission of Tenders.

General process of submission, Tenders are to be submitted online through the website

<https://assamtenders.gov.in>. The tender is a two cover system and the bidder has to upload their documents as specified in each cover (folder), the first folder is for Technical Proposal & the other is Financial Proposal before the prescribed date & time using the Digital Signature Certificate (DSC). The documents uploaded should be virus scanned copy duly Digitally Signed. The documents will get encrypted (transformed into non readable formats).

A. Technical proposal The Technical proposal should contain scanned copies of the following further two covers (folders).

A-1. Statutory Cover Containing (Please make a list of required documents)

i) Technical Documents

ii) Eligibility Documents

Note: - Failure of submission of any of the above mentioned documents will render the tender liable to be summarily rejected for both statutory & non statutory cover.

B. Financial proposal

i. The Financial bid will comprise the Bid Form and the Price Schedule as per format given in the bidding document. The bidder has to download the given format (“BoQ” , a .xls file) from the respective tender published at <https://assamtenders.gov>, enter rate into the specified cell and upload the same into the folder named “BOQ” on the website <https://assamtenders.gov.in> at the appropriate place.

ii. Don’t try to rename the file. After entering the rates only save (don’t use “Save as” option) and upload it. Important: The Price Schedule are to be uploaded only in e-procurement portal; no hard copy of the same is required to be submitted. Bidder shall quote rate per piece and for destination specified in the bid.

4.1.15. Withdrawal of Bid

Bidder can withdraw their bids before online bid submission closing date. But after online withdrawal, System will not allow that bidder to participate in the same tender again.

4.1.16. Resubmission

Bidder can resubmit there bids more than one number of time before the online bid submission closing date and time. In that case his updated bid shall be taken for evaluation.

4.1.17. Help Desk

Help Desk numbers for any kind of support related to e-Procurement:

Local Language Support: 1800 2121 18866(Ext. 2)

0361 - 234 7144, 223 7188 (9:30 am to 5:30 pm)

(Language: Assamese/Bengali/Hindi/English)

24 x 7 Help Desk Number: 0120-4200462, 0120-4001002, 0120-4001005,0120-6277787.

International Bidders are requested to prefix 91 as country code.

(Language: Hindi/English)

e-Procurement Project Manager: 6901 007390

4.2 Content of Technical Proposal

4.2.1 The Technical Proposal shall be submitted in the format as given under **Annexure-1** along with declarations as per **Annexure-2** and “Turnover Certificate” as per **Annexure-3**. The Applicant shall also submit all other documents, information as required thereunder including EMD (Bid Security) and Processing Fee.

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- 4.2.2 The proposal shall be completed in all respect an incomplete proposal shall be liable for rejection. It is mandatory to quote for all roles as mentioned in the bid document.
- 4.2.3 The proposal shall be serially number and signed by the Applicant or by its duly authorized signatory in all the pages. (In case of authorized signatory, a document duly authorizing the signatory shall also be enclosed along with the technical proposal.)
- 4.2.4 The Applicant or its authorised signatory, as the case may be, has to attach his/her digital signature (Class-III) for successfully uploading in the portal (e-tender).

4.3 Content of the Financial (Price) Proposal

- 4.3.1 The Financial (Price) Proposal shall be submitted online only by the Applicant. The format for financial proposal shall be available in the e-Tender portal for download. Applicants are required to upload the proposal duly filled up within due date. The format given under Annexure of this document is just for reference. **Applicants are not required to submit the hard copy of the price proposal in any circumstances.**
- 4.3.2 The price quoted shall be inclusive of all other taxes and other statutory liabilities except GST. The price as quoted the proposal shall remain valid for a period of **twenty-four months** as rate contract from the due date of submission. If required, the Proposal Inviting Entity may seek to extend the price validity period with mutual consent. TDS if applicable shall be deducted at source.
- 4.3.3 Bidder is required to quote Financial bid only. ACCF will opt for any one option based on evaluation. Bidder, while submitting the bid, agrees to the decision of ACCF.
- 4.3.4 Price bid to be uploaded as per **Annexure-11 PRICE BID FORMAT**.

4.2 Evaluation of the Proposal

- 4.4.1. The technical proposal shall be open for all the applicants submitted their proposal online and key documents within due date.
- 4.4.2. Then each individual proposal shall be assessed against the eligibility criteria given in Para 3.0 to shortlist the eligible applicants after evaluation of the samples submitted by the bidders. **It is mandatory to quote for all items under particular group as given in this RFP otherwise bidder may liable to be rejected.**
- 4.4.3. Financial proposal shall be evaluated /compared based on the total price of the particular group i.e. uniform and Linen group. L1 will be derived for uniform group and for Linen group. Hence bidder should quote all the items in the particular group.
- 4.4.4. Then the technical proposals of only eligible applicants shall be further evaluated to award score as per their credentials based on the documents furnished and information provided in the technical proposal.
- 4.4.5. The technical proposal of eligible applicants shall be evaluated and samples may be called for each item quoted to check the quality and colour specifications as per below

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standards.

STANDARD AND SPECIFICATIONS FOR LINEN AND STAFF UNIFORMS: -

| S. No | UNIFORM NAME | PREFERENCE | SELECTED SAMPLE | UoM | COMPOSITION | THREAD COUNT | GSM | WEAVE |
|-------|------------------|------------------------------|--|-----|-----------------------|--------------|-----|------------|
| 1 | DOCTOR APRON | Preference 1 | DOCTOR COAT WHITE FULL SLEEVE | Nos | POLY 80% Viscose 20% | 140 | 215 | Gab Finish |
| 2 | | Preference 2 | Doctor Coat White With Mob. Pocket | Nos | POLY 67%, VISCOSE 33% | 140 | 215 | GAB FINISH |
| 3 | TECHNICIAN APRON | Preference 1 | TECHNICIAN COAT WHITE HALF SLEEVE | Nos | POLY 80% Viscose 20% | 140 | 215 | Gab Finish |
| 4 | NURSES UNIFORM | Preference 1.1 (front close) | NURSING TOP BEIGE WITH RED PIPIN | set | POLY 67%, VISCOSE 33% | 2/30S | 198 | TROVINE |
| 5 | | | NURSING TROUSER BEIGE WITH ELASTIC | | POLY 67%, VISCOSE 33% | 2/30S | 198 | TROVINE |
| 8 | SCRUB SUITES | | Scrub Upper Royal Blue Tro | set | POLY 67%, VISCOSE 33% | 2/30S | 210 | TROVINE |
| 9 | | | Scrub Lower Royal Blue Tro | | POLY 67%, VISCOSE 33% | 2/30S | 210 | TROVINE |
| 10 | | | Scrub Upper School Blue Tro | set | POLY 67%, VISCOSE 33% | 2/30S | 202 | TROVINE |
| 11 | | | Scrub Lower School Blue Tro | | POLY 67%, VISCOSE 33% | 2/30S | 202 | TROVINE |
| 12 | PATIENT GOWN | Preference 1 | PATIENT TOP SEA GREEN FINE CHECK PV | set | POLY 67%, VISCOSE 33% | 140 | 97 | PLAIN |
| | | | PATIENT PAJAMA SEA GREEN FINE CHECK PV N | | POLY 67%, VISCOSE 33% | 140 | 97 | PLAIN |
| | | | SKIRT SEA GREEN FINE CHECK PV N WITH VOILET MARKER | | POLY 67%, VISCOSE 33% | 140 | 97 | PLAIN |
| | | Preference 2 | Patient Gown Sky Blue Check | set | POLY 67%, VISCOSE 33% | 140 | 98 | PLAIN |
| 13 | | | Patient Pajama Sky Blue PV | | POLY 67%, VISCOSE 33% | | 110 | PLAIN |
| 14 | | | Skirt Sky Blue PV | | POLY 67%, VISCOSE 33% | | 110 | PLAIN |
| 15 | | Preference 3 | PATIENT TOP SIDE OPEN SKY BLUE STRIPE PV | set | POLY 67%, VISCOSE 33% | 140 | 106 | PLAIN |

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| S. No | UNIFORM NAME | PREFERENCE | SELECTED SAMPLE | UoM | COMPOSITION | THREAD COUNT | GSM | WEAVE |
|-------|-------------------|-----------------|---|-----|--------------------------|--------------|------------|-----------------|
| 16 | | | PATIENT PAJAMA SKY BLUE STRIPE PV N | | POLY 67%, VISCOSE 33% | 140 | 106 | PLAIN |
| 17 | | | SKIRT SKY BLUE PV N | | POLY 67%, VISCOSE 33% | 140 | 110 | PLAIN |
| 18 | PROCEDURE GOWN | Preference 1 | PROCEDURE GOWN SCHOOL BLUE PV | Nos | POLY 67%, VISCOSE 33% | 140 | 85 | PLAIN |
| 19 | FO MALE | Preference 1 | Trouser Navy Blue Matty Male | set | POLY 67%, VISCOSE 33% | 2/30S | 242 | TROVINE |
| 20 | | | Shirt Beige PC Male | | POLY 67%, COTTON 33% | 140 | 120 | PLAIN |
| 21 | FO FEMALE | Preference 1 | SAREE full set | set | | | | |
| 22 | GDA UNIFORM | Preference 1 | TOP NAVY BLUE WITH WHITE PIPE | set | POLY 67%, VISCOSE 33% | 2/30s | 104 | PLAIN |
| 23 | | | LOWER NAVY BLUE | | POLY 67%, VISCOSE 33% | 140 | 104 | PLAIN |
| 26 | HK MALE | Preference 1 | SHIRT SKY BLUE PV WITH NAVY BLUE COLLAR | set | POLY 67%, VISCOSE 33% | 140 | 110 | PLAIN |
| 27 | | | TROUSER NAVY BLUE TRO MALE | | POLY 67%, VISCOSE 33% | 2/30S | 204 | TROVINE |
| 28 | | | APRON NAVY BLUE TRO | | POLY 67%, VISCOSE 33% | 2/30S | 204 | TROVINE |
| 29 | HK FEMALE | Preference 1 | TUNIC SKY BLUE PV FEMALE | set | POLY 67%, VISCOSE 33% | 140 | 110 | PLAIN |
| 30 | | | SALWAR NAVY BLUE PV FEMALE | | POLY 67%, VISCOSE 33% | 140 | 98 | PLAIN |
| 31 | | | APRON NAVY BLUE TRO | | POLY 67%, VISCOSE 33% | 2/30S | 204 | TROVINE |
| 32 | WARD LINEN | | BED SHEET WHITE CP | Nos | COTTON 60% POLY 40% | 202 | 125 | PLAIN |
| 33 | | | PILLOW COVER WHITE | Nos | COTTON 60% POLY 40% | 202 | 125 | PLAIN |
| 35 | | | BLANKET CAMEL COLOUR | Nos | MINK | | 651.8 5 | WARP KNITTED |
| 36 | | | BATH MAT | Nos | 100% COTTON | | | COTTON |
| 38 | | | BATH TOWEL | Nos | 100% COTTON | | | 2/20 Combed |
| 39 | | | HAND TOWEL | Nos | 100% COTTON | | | 2/20 Combed |

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| S. No | UNIFORM NAME | PREFERENCE | SELECTED SAMPLE | UoM | COMPOSITION | THREAD COUNT | GSM | WEAVE |
|-------|--------------|------------|-------------------------------------|-----|-----------------------|--------------|-----|---------|
| 40 | CSSD LINEN | | Medium cut sheet green 8"hole | Nos | 100% COTTON | | | |
| 41 | | | Small Cut sheet green 5" hole | Nos | 100% COTTON | | | |
| 42 | | | Draw sheet green | Nos | 100% COTTON | | | |
| 43 | | | SURGICAL GOWN DARK GREEN TRO | Nos | POLY 67%, VISCOSE 33% | 2/30S | 197 | TROVINE |
| 44 | | | SURGICAL GOWN GREEN CMA | Nos | 100% COTTON | 80 | 188 | |
| 46 | | | Surgical Gown Green Casement Sup. A | Nos | 100% COTTON | | | |
| 47 | | | Cut Sheet Green | Nos | 100% COTTON | | | |
| 48 | | | Pillow Protector With Zip | Nos | 100% Polyester | | | |

4.4.5 Financial (price) proposal shall be opened after the technical and sample evaluation is completed. Only those Applicants, who qualify technical criteria and whose sample accepted by committee, shall qualify for financial proposal opening ACCF called for samples for evaluation.

4.4.6 ACCF decision in this regard shall be final and binding on all bidders.

4.4.7 Samples called shall be retained for ensuring quality compliance during delivery of materials at the various hospitals of ACCF in Assam. The samples shall be retained during the currency of the contract.

4.4.8 No payment whatsoever shall be made for the retained samples.

4.3 Demonstration of Technical Specifications & Performance:

4.3.1 Before opening of the Price Bid, demonstration of the materials for assessing the compliance to the technical specification as indicated shall be checked, the bidder shall arrange for demonstration of offered items (of the same make & size as offered in the bid) at a mutually agreed location, either directly or through authorized Dealer /Distributors, as the case may be or shall submit the sample at ACCF office. Bidder shall not be paid any amount towards expenditure, if any, incurred by the Bidder for organizing the demonstration. The sample will be retained by the ACCF to cross check the quality at the time of actual delivery of material. Sample of unsuccessful bidder shall be returned after entering into the

agreement with successful vendor.

- 4.3.2 Failure to demonstrate the technical specification or if quality is not as per expectation / satisfaction of the technical committee or the TEC of ACCF, will lead to automatic rejection of the bid and the price bid of such bidders shall not be considered for opening.

5 Award of Contract

- 5.1 The contract will be awarded to the lowest evaluated responsive bidder(s), adjudged vide the financial bid evaluation of all the technically qualified bidders unless ACCF is not convinced with the price offered and found it unreasonable.
- 5.2 Before expiry of the bid validity period, the Tender Inviting Entity will notify the successful bidder(s) in writing or by E-mail that its bid, has been accepted, also briefly indicating therein the essential details like location, description, specification and measurement of items and the prices accepted. This notification is undertaken by issuing a Letter of Intent (LOI) by the Tender Inviting Entity.
- 5.3 Tender Inviting Entity reserves the right to call for matching of L1 rates from L2/L3/L4...rates to have fall back option and may award the contract to matched L1 bidder.
- 5.4 The successful bidder shall deposit required performance security amount and sign the rate contract within prescribed timeline, failing which the EMD may be forfeited and the award may be cancelled.
- 5.5 The Notification of Award shall constitute the initiation of the rate Contract. This rate contract shall be valid for one year from the date of issue of Lol or from the date of signing of the contract agreement, whichever is later. Rate validity can be increased for further period on mutual consent.
- 5.6 Quantity mentioned in the document is indicative only. Actual quantity of procurement may vary substantially.

6 Resolution of Disputes

- 6.1 If dispute or difference of any kind shall arise between the Tender Inviting Entity and the Contractor in connection with or relating to the contract, the parties shall make every effort to resolve the same amicably by mutual consultations.
- 6.2 Venue of Arbitration & Place of jurisdiction shall be Guwahati, Assam.

7 Delivery Timelines

| Sl. No. | Locations | Delivery Timelines |
|---------|-----------|--------------------------|
| 1 | Dibrugarh | 21 days from date of PO. |
| 2 | Jorhat | 21 days from date of PO. |
| 3 | Lakhimpur | 21 days from date of PO. |
| 4 | Barpeta | 21 days from date of PO. |

| Sl. No. | Locations | Delivery Timelines |
|---------|-----------|--------------------------|
| 5 | Kokrajhar | 21 days from date of PO. |
| 6 | Silchar | 21 days from date of PO. |
| 7 | Diphu | 21 days from date of PO. |
| 8 | Tezpur | 21 days from date of PO. |
| 9 | Darrang | 21 days from date of PO. |

For delay in supply will liable for penalty of 0.5% per week up to maximum 5%.

ANNEXURE-1 TECHNICAL PROPOSAL

Format for Technical Proposal

(Pl. arrange the documents **serially** in the order as mentioned in the format below)

| No | Particulars | Details | | | | | | | | | | | | | | | | |
|--------------------|--|--|---------------------------|---------------------------|-------------------------------|---------------------------|---------|--|--|--|---------|--|--|--|---------|--|--|--|
| 1 | Name & Address of the Applicant: | Name: Address: | | | | | | | | | | | | | | | | |
| 2 | Constitution of the Bidder | Firm/Company/Society CIN in case of Company: Society Registration Number: Firm Registration Details: | | | | | | | | | | | | | | | | |
| 3 | Year of Establishment: | Date of Incorporation/Registration: (As per the incorporation document) | | | | | | | | | | | | | | | | |
| 4 | Details of Income Tax, GST, PF and ESI Registration (PF/ESI in case of Manufacturer) | PAN: GST Registration Number: PF Registration Number: | | | | | | | | | | | | | | | | |
| 5 | Details of the Contract Person: | Name: Designation: Email: Mobile: | | | | | | | | | | | | | | | | |
| 6 | Turnover & Profitability | <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Financial Year</th> <th style="width: 20%;">Turnover Similar Activity</th> <th style="width: 20%;">Net Profit After Tax</th> <th style="width: 20%;">Net worth (End of the FY)</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">2018-19</td> <td></td> <td></td> <td></td> </tr> <tr> <td style="text-align: center;">2019-20</td> <td></td> <td></td> <td></td> </tr> <tr> <td style="text-align: center;">2020-21</td> <td></td> <td></td> <td></td> </tr> </tbody> </table> | Financial Year | Turnover Similar Activity | Net Profit After Tax | Net worth (End of the FY) | 2018-19 | | | | 2019-20 | | | | 2020-21 | | | |
| Financial Year | Turnover Similar Activity | Net Profit After Tax | Net worth (End of the FY) | | | | | | | | | | | | | | | |
| 2018-19 | | | | | | | | | | | | | | | | | | |
| 2019-20 | | | | | | | | | | | | | | | | | | |
| 2020-21 | | | | | | | | | | | | | | | | | | |
| 7 | List of Public Health Institutions served during last three financial years starting from 2018-19. | | | | | | | | | | | | | | | | | |
| 9 | Number of similar service contract executed of value more than or equal to Rs 50 lakhs in last three financial years starting from 2018-19 | <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 35%;">Name of the Client</th> <th style="width: 15%;">Year</th> <th style="width: 50%;">Cumulative value of the Order</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table> | Name of the Client | Year | Cumulative value of the Order | | | | | | | | | | | | | |
| Name of the Client | Year | Cumulative value of the Order | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | |
| 10 | The Accreditations, Awards and Achievements of the Bidder. | Awards: Certificates: Other Credentials: | | | | | | | | | | | | | | | | |
| 11 | Address of the Head Office /Registered Office | | | | | | | | | | | | | | | | | |
| 12 | Details of Branch office in Assam (Mandatory) | | | | | | | | | | | | | | | | | |
| 13 | Name and contact no. of Authorized Signatory (in block letters) | | | | | | | | | | | | | | | | | |

| | | |
|----|--|---|
| 14 | Specimen Signature of Authorized Signatory | |
| 15 | Details of EMD & Processing Fee Paid (Amount, issuing bank, date and number) | Processing Fee: EMD: (Format for EMD BG given in Annexure-5) |
| 16 | Constitution of the Applicant and Incorporation Details | Company/Firm/Society/Trust Date of Establishment & Regn. No. (Furnish copy of incorporation or registration certificate/Deed) |
| 17 | Declaration | Annexure-2 |
| 19 | GST Registration No | (also Furnish Photocopy of GST Registration Certificate) |
| 20 | PAN no (furnish Photo Copy of PAN) | (also Furnish photocopy of PAN) |
| 23 | Power of Attorney to sign the proposal on behalf of the Applicant as per Annexure-5 | |
| 24 | Average Annual Turnover certificate duly attested by a Chartered Accountant with UDIN (In the letterhead of the Chartered Accountant) to this effect with year wise break-up Audited Statement of Account including Balance Sheet, P & L A/c and Audit Report to be submitted for last three financial years. | Turn over Certificate and Statement of Accounts for last three financial years as per Annexure-3 . |
| 25 | The organization have to submit the Affidavit (<i>On original Stamp Paper of relevant value certified by Notary</i>) with the following clauses: a) Our organization has not been blacklisted by any Government Organization b) Our organization does not have any legal suit / criminal case pending against it for violation of statutory or any other law. c) Our organization agrees to abide by all terms & conditions of tender. | Submit the Affidavit As per Annexure-2 |
| 26 | Details of any incidence of premature termination of any contract in past with any | |

| | | |
|--|---|--|
| | government department, agency or undertakings. (If yes) | |
|--|---|--|

Table-1

| S.No. | Name and Address of the Client | Details of items Provided | | Value of Contract | Duration of the Contract | |
|-------|--------------------------------|---------------------------|-----|-------------------|--------------------------|----|
| | | Item | Qty | | From | To |
| 1 | | | | | | |
| 2 | | | | | | |
| 3 | | | | | | |
| 4 | | | | | | |
| 5 | | | | | | |

Attach order copies and client

ANNEXURE- 2 AFFIDAVIT
DECLARATION BY THE APPLICANT (AFFIDAVIT)

(To be typed in a non-judicial stamp paper and duly attested by Notary Public)

I, _____ Proprietor/ Partner /Director/Authorised Signatory of M/s _____ hereby declare that the information given and documents furnished as part of this proposal in response to the RFP (Ref No. xxxxxx) is true and correct to the best of my knowledge & belief.

The price offered by us in the financial proposal shall remain valid as per tender term. In case we withdraw our proposal or bid any time before its validity then our EMD shall be liable for forfeiture by the proposal Inviting Entity (i.e. ACCF).

We hereby declare that there is no Vigilance/CBI pending/contemplated against us (including trustee, director, partner or key officials, etc.) at the moment nor any of trustee, director, partner or key officials are convicted by any court in last three years as on the date of submission of the Proposal for any offence relating to fraud, misrepresentation, non- performance of contractual obligations, etc.

I/We have not been black-listed or debarred by the ACCF or by any government (State/Central) agencies/bodies, PSUs or Urban Local Bodies from participating in tender, which is in effect for the time being.

I/we agree to the ACCF forfeiting the Earnest Money Deposit and/or Performance Security Deposit and blacklisting us for a minimum period of 3 years, if any information furnished by us proved to be false at the time of evaluation or at a subsequent date by the Client during the currency of the contract; or in case of non-performance of the contractual obligations. This action would be in addition to other legal recourses available to the Client under the law of the land.

I offer to provide the service as per the prescribed terms and conditions and at the rates as quoted by us in the price bid (submitted separately), if the contract awarded to us.

Name & Signature

Dated:

Proprietor/Partner/Director/Authorised Signatory

Place:

Name of the bidder:

Address:

ACCF RATE CONTRACT FOR LINEN & UNIFORMS

ANNEXURE-3 TURNOVER
Annual Turnover Certificate
(In the letterhead of the CA Firm)

The Annual Turnover of M/s_____ for the past three financial years are given below and certified that the figures as given below are in conformity with the audited statement of accounts and other statutory returns (i.e., Income Tax & GST) and are true and correct.

| Sl. No | Financial Year | Annual turnover from similar business ¹ (Rs. in lakhs) |
|-------------------------|----------------|--|
| 1 | 2018-19 | |
| 2 | 2019-20 | |
| 3 | 2020-21 | |
| Average Annual Turnover | | |

The Average Annual Turnover in last three financial years is Rs..... Lakhs (in words)

We also certify that M/sis in business of supply of Linen and uniforms for last.....years.
M/s has positive net worth of Rs_____ as on 31st march 2021.

Date:

Place:

Signature of Auditor/ Chartered Accountant
(With Official Seal)

FRN.:

UDIN: xxxxxxxxxxxxxx

ANNEXURE-4 AGREEMENT

Agreement

This Agreement (“**Agreement**”) is made on this ____ day of _____ by and between:

1. **ASSAM CANCER CARE FOUNDATION**, a not-for-profit company registered under Companies Act, 2013 Section 8(1) with registered address at(hereinafter referred to as the “**ACCF**” which expression shall unless repugnant to the context thereof be deemed to mean and include its successors and assigns); and
2. [**CONTRACTOR FULL NAME**], a company duly incorporated and existing under the laws of _____, with its registered office at _____ (hereinafter referred to as the “**Contractor**”, which expression shall, unless repugnant to or inconsistent with the context, mean and include any successors or permitted assigns).

Assam Cancer Care Foundation and Contractor are individually referred to as a “**Party**” and collectively to as the “**Parties**”.

WHEREAS:

- a) Assam Cancer Care Foundation is, non-sectarian philanthropic organizations and is engaged in developing cancer care infrastructure for providing affordable treatment.
- b) Contractor is _____ [brief about the Contractor and its products/services.]
- c) Assam Cancer Care Foundation proposes to develop a distributed cancer care model to create patient-centric cancer institutions to deliver standardized and affordable care closer to patients’ homes and thereby strengthening the cancer care infrastructure in Assam and providing enhanced access to public (“**Programme**”).
- d) For the purposes of the Programme, Assam Cancer Care Foundation issued a tender with reference number ACCF//XXXX/2021 dated [●] (“**Tender**”), to identify and engage Contractor(s) for a period of two years for supply, as mentioned in the tender document, which are required for the Programme by ACCF.
- e) After evaluation of the bids received, and based on Contractor’s financial bid dated [●]____ (“**Financial Bid**”) and technical bid dated _____ (“**Technical Bid**”) and
- f) pursuant to the mutual discussion between the Parties, Assam Cancer Care Foundation had, on satisfactory verification of the eligibility criteria (as specified in the Tender), accepted the Financial Bid and Technical Bid and issued its Letter of Intent dated _____ (“**Letter of Intent**” or “**LOI**”) for following locations;

ACCF RATE CONTRACT FOR LINEN & UNIFORMS

- g) Assam Cancer Care Foundation and Contractor are now desirous of entering into this Agreement and recording the terms and conditions regarding the relationship between the Parties, the price of supply, warranty , payment, penalty, etc.
- h) On the basis of the terms and conditions as agreed in this Agreement, Assam Cancer Care Foundation shall issue Work Orders to the Contractor, as may be required for the purposes of the Programme.

NOW, THEREFORE, in consideration of the foregoing and other terms and conditions set forth in this Agreement and the receipt and sufficiency of which is hereby acknowledged, and intending to be legally bound hereby, the Parties agree as follows.

1. This Agreement shall come into force and effect from the date on which it is signed and executed by the Parties (“**Effective Date**”).
2. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the bid document referred to.
3. The following documents shall be deemed to form and be read and constructed as part of this Agreement, viz.:
 - (a) all the documents submitted by the bidder as part of technical bid and price bid;
 - (b) the Schedule of Requirements;
 - (c) the Technical Specifications and other quality parameters;
 - (d) the clarifications and a m e n d m e n t s issued / received as part of the bid document
 - (d) the General Conditions of Contract;
 - (e) the Special Conditions of Contract; and
 - (f) the Letter of Intent (LOA) as issued by ACCF
4. In consideration of the payments to be made by the **ACCF** to the Contractor as hereinafter mentioned, the Contractor hereby covenants with ACCF to Rent out the Goods and Services and to remedy defects therein in conformity in all respects with the provisions of the Contract.
5. ACCF hereby covenants to pay or cause to pay to the Contractor in consideration of the provision of the Goods and Services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

6. Contract Price

- (a) Price of the items:

<To be inserted location-wise>

Validity of this Contract:

ACCF RATE CONTRACT FOR LINEN & UNIFORMS

This Contract shall remain valid for ~~10~~12 years from the date it comes in to effect. However, the parties may choose to extend the contract with same terms and condition for a period of another year with mutual consent.

8. Delivery Schedule:

The Work Order Shall be issued by ACCF on as and when required basis during the currency of this contract. The location of delivery or installation and other terms and conditions shall be detailed in the Work Order.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

Signed, Sealed and Delivered by the said (For the **ACCF**) in the presence of

Signed, Sealed and Delivered by the said(For the Contractor) in the presence of

(Signature, Name, Designation and Address with Office seal)

1) (Signature, Name and Address of witness)

2) (Signature, Name and Address of witness)

ANNEXURE-5 EMD FORMAT
EMD (Bank Guarantee Format)

[The Bank shall fill in this Bank Guarantee Form in accordance with the instructions indicated.]

To

The Chief Operating Officer (COO)

Assam Cancer Care Foundation

Guwahati, Assam

Whereas (insert the name of the bidder) (hereinafter called the "Bidder") is submitting proposal (hereinafter called the "Bid") for being engaged as supplier of Hospital Linen and Staff Uniform at different locations in Assam (against the Tender (insert Tender Ref No...../date) issued by Chief Operating Office, ACCF, Guwahati (hereinafter called "Company").

Know all persons by these presents that we (insert name of the bank) of (insert address of the bank) (Hereinafter called the "Bank") having our registered office at (insert regd. office address of bank) are bound unto <insert the name and address of Company> (hereinafter called the "Company") in the sum of (insert guarantee amount) for which payment will and truly to be made to the said Company, the Bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank this _____ day of _____ 20____.

AND WHEREAS we have agreed to give the Contractor such a bank guarantee; NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the Tenderer, up to a total of(amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the Contractor to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein. We hereby waive the necessity of your demanding the said debt from the Tenderer before presenting us with the demand.

This guarantee shall be valid until theday of20.....

We theBranch.....undertake not to revoke the guarantee during its currency except with the previous consent of Assam Cancer Care Foundation for its release.

We theBranch..... further agree that a mere demand by Assam Cancer Care Foundation, Guwahati is sufficient for us..... Branch at to pay the amount (full or partial as indicated by ACCF) covered by the Bank Guarantee without reference to the said Tenderer and protest by said Tenderer cannot be valid ground for us.....Branch to decline payment to Assam Cancer Care Foundation.

ACCF RATE CONTRACT FOR LINEN & UNIFORMS

Signature of the Authorised Officer of the Bank)

Name and Designation of the Officer

Seal, name & Address of the Bank and the Branch

ANNEXURE-6 Power of Attorney format

Format for Power of Attorney to sign the Proposal on behalf of the Applicant

(On a Stamp Paper of Rs 100/-)

Power of Attorney

We, (name and address of the registered office) do hereby constitute, appoint and authorize Mr. / Ms. (name and residential address) who is presently employed with us and holding the position of as our attorney, to

do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to our response to the RFP for **"SUPPLY OF LINEN AND HOSPITAL UNIFORMS"** including signing and submission of all documents and providing information to the Client (i.e. ACCF, Guwahati) and its officials or representatives, representing us in all matters before Client, and generally dealing with Client in all matters in connection with our RFP response.

We hereby agree to ratify all acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all acts, deeds and things done by our aforesaid attorney shall and shall always be deemed to have been done by us. Dated this the ___ day of 202__

For _____

(Name, Designation and Address)

Accepted

_____(Signature)

(Name, Title and Address of the

Attorney) Date : ____

Note:

- i. The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, as laid down by the applicable law and the charter documents of the executants(s) and when it is so required the same should be under common seal affixed in accordance with the required procedure.*
- ii. In case an authorized Director or key officials of the Applicant signs the Application, a certified copy of the appropriate resolution/ document conveying such authority may be enclosed in lieu of the Power of Attorney.*
- iii. In case the Application is executed outside India, the Applicant has to get necessary authorization from the Consulate of India. The Applicant shall be required to pay the necessary registration fees at the office of Inspector General of Stamps.*

- iv. Also, wherever required, the executant(s) should submit for verification the extract of*

ACCF RATE CONTRACT FOR LINEN & UNIFORMS

the charter documents and documents such as a resolution / Power of attorney in favour of the Person executing this Power of Attorney for the delegation of power hereunder on behalf of the executant(s).

ANNEXURE-7 MANUFACTURER'S OFFER FORM

(To be submitted in Part– I Technical Bid)

MANUFACTURER'S OFFER FORM

(to be submitted by manufacturer in a letterhead in case the bidder is the manufacturer)

No.

Dated:

To Dear Sir / Madam,

Bid Reference No : Item Name :

1. We (name of the manufacturer) declare that we are the original manufacturers of the above Items having registered office at(full address with telephone number/fax number & email ID and website), and having factories at.....

2. No company or firm or individual, other than M/s have been authorized to bid, negotiate and conclude the contract in regard to this business against this specific bid reference no.

3. We hereby declare that we are willing to provide guarantee/warranty as per the above bid and also supply In case, our authorized bidder fails to provide after sales services as per bid conditions, we will provide the same without any extra cost to TIE.

4. We also hereby declare that we have the capacity to manufacture and supply quantity of the items bided within the stipulated time.

(Name) For and on behalf of M/s. (Name of manufacturers)

Date:

Place:

Seal

Note:

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

ANNEXURE-8 MANUFACTURER'S AUTHORISATION FORM

Manufacturers Authorisation Form (for Distributor)

(To be submitted in Part – I Technical Bid)

MANUFACTURER'S AUTHORISATION FORM

(to be submitted by the bidder (if not the manufacturer) in a letter of manufacturer)

No.

Dated:

To,

(Insert Name, Address and designation of the TIE)

Dear Sir / Madam,

Bid Reference No:

Item Name:

1. We (name of the original manufacturer) are the original manufacturers of the LINEN items having registered office at (full address with telephone number/fax number & email ID and website), having factories at and , do hereby authorize M/s. (Name and address of bidder) to submit bids, and subsequently negotiate and sign the contract with you against the above bid no.
2. No company or firm or individual other than M/s. are authorized to bid, negotiate and conclude the contract in regard to this business against this specific bid reference no....
3. We also hereby undertake to provide full guarantee/warranty for color and quality as agreed by the bidder in the event the bidder is changed as the dealers or the bidder fails to provide satisfactory after sales and service during such period for 02(two) years.
4. We also hereby declare that we have the capacity to manufacture and supply the quantity of the items bided within the stipulated time.

(Name)

for and on behalf of M/s.

Date:

(Name of manufacturers)

Place:

Seal

ACCF RATE CONTRACT FOR LINEN & UNIFORMS

Note: This letter of authority should be on the letterhead of the manufacturing concern and should be signed by a person competent and having the power of attorney to bind the manufacturer. In case distributor is quoting through the importer, then the manufacturer has to give authorization to importer and the importer has to give the authorization to the distributor in the above format.

ANNEXURE-9(CHECKLIST)

(To be submitted in *Part I -Technical Bid*)

The bid documents have to be arranged sequentially as mentioned herein for ease of scrutiny.

The bidder has to **upload the documents** as mentioned in Checklist (in PDF format)online, on or before the due date & time of bid submission.

| Name of the Bidder | | | |
|--------------------|--|---------------------------|----------|
| S.No. | Item | Whether included Yes / No | Page No. |
| 1. | Annexure -9 (Check List) | | |
| 2. | Annexure -1 Tender Processing Fee, If paid vide DD/BC | | |
| 3. | Annexure -1 (Details of EMD submitted) | | |
| 4. | Annexure -10 (Details of Item quoted) | | |
| 5. | Annexure -1 (Details of Bidder) | | |
| 6. | Annexure -2 (Declaration Form) | | |
| 7. | Annexure -7 (Manufacturer's Form – in case the bidder is the manufacturer) | | |
| 8. | Annexure -8 (Manufacturer's authorization Form – in case the bidder is not the manufacturer) | | |
| 9. | Annexure -3 (Annual Turnover Statement by Chartered Accountant) | | |
| 10. | Annexure-1, Table-1 Performance Statement during last three financial years immediately preceding to the date of submission of bid (i.e. 2017-18, 2018-19 & 2019-20) | | |
| 11. | Copies of Work Orders & end user certificates in support of the information furnished in | | |
| 12. | Para-wise compliance to Technical Specification Annexure-11 | | |
| 13. | Copy of the Leaflets / Technical Brochures / Product Data Sheets of the Model offered highlighting features in support of the information provided in | | |
| 14. | Copy of Quality Certificates (valid ISI / BIS / CE / US FDA/ IEC, etc. & ISO) of the product/organization (As per Section- Technical Specification). Point 3 clause 4.1 | | |
| 15. | Certificate of Incorporation Registration Certificate /Deed of Partnership. | | |

| | | | |
|-----|---|--|--|
| 16. | Copy of the GST registration certificate | | |
| 17. | Copy of PAN (Income Tax) | | |
| 18. | In case the bidder is a 100% subsidiary of the Original manufacturer then documentary evidence. | | |

Important Note

- a) Mentioning of Page Nos. in the relevant column as mentioned above **is mandatory** for ease of scrutiny.
- b) **No price information (i.e., Scanned copy of the price format etc.)** to be uploaded in Technical Bid.
- c) After preparation of the all the documents as per checklist, the bidders have to put the page nos. on each page and put the signature of the authorized signatory & seal. Then each page has to be scanned and the scanned document to be uploaded in the e-tender portal before the scheduled date & time.
- d) The **BOQ** file (in Excel) and other price format (in PDF) are to be **uploaded** in the **price bid**.
- e) All the documents to be furnished in the checklist have to be page numbered. All the relevant formats are to be filled up mandatorily.

ANNEXURE-10 DETAILS OF ITEMS QUOTED

| Sl No. | Items Description | Quoted (Yes/No) |
|--------|-------------------|-----------------|
| 1 | | |
| 2 | | |
| 3 | | |
| 4 | | |
| 5 | | |
| 6 | | |
| 7 | | |
| 8 | | |
| 9 | | |
| 10 | | |
| 11 | | |
| 12 | | |
| 13 | | |
| 14 | | |
| 15 | | |
| 16 | | |
| 17 | | |
| 18 | | |

Add additional rows**

ANNEXURE-11 PARAWISE COMPLIANCE

Para-wise Compliance

(To be submitted in *Part – I Technical Bid*)

PARAWISE COMPLIANCE TO TECHNICAL SPECIFICATION OF THE PRODUCT(S) OFFERED

[Furnish **para-wise compliance** in a tabular form (as per the format mentioned below), where the technical specification (para-wise) as per bid should be mentioned in the left column & bidder's compliance at the right with mention of page no. of the product catalogue/ product data sheet].

| Sl No | Item Name | Manufacturer Name | Brand | Compliance for Composition/Thread Count/GSM/WEAVE (Yes/No) |
|-------|-----------|-------------------|-------|--|
| 1 | | | | |
| 2 | | | | |
| 3 | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

(add *separate sheets* depending upon the space requirement)

* Leaflets / Technical Brochures / Product Data Sheets of the Model offered **highlighting features** of the product offered **must be attached** in support of the information provided above.

** It is **mandatory** to mention the page no(s) in the format as mentioned above.

ANNEXURE-12 PRICE BID FORMAT

A. UNIFORMS: - (wherever more than 1 preference appears in column 3 only One qty shall be Considered)

| S No | UNIFORM NAME | Preference | Item Description | UoM | Dibrugarh | Barpeta | Diphu | Silchar | Darrang | Tezpur | Jorhat | Lakhimpur | Kokrajhar | Total Qty | Basic Rate (Rs.) | Total of Basic Amount (Rs.) | GST % |
|------|-----------------|------------------------------|--|-----|-----------|---------|-------|---------|---------|--------|--------|-----------|-----------|-----------|------------------|-----------------------------|------------|
| A | UNIFORMS | | | | | | | | | | | | | | | | example 5% |
| 1 | DOCTOR APRON | Preference 1 | DOCTOR COAT WHITE FULL SLEEVE (Sizes-Small,Medium,Large,X large) | Nos | 24 | 24 | 24 | 24 | 8 | 8 | 8 | 8 | 8 | 136 | | - | |
| 2 | | Preference 2 | Doctor Coat White With Mob. Pocket (Sizes-Small,Medium,Large,X large) | Nos | 24 | 24 | 24 | 24 | 8 | 8 | 8 | 8 | 8 | 136 | | - | |
| 3 | TECHNICAN APRON | Preference 1 | TECHNICAN COAT WHITE HALF SLEEVE (Sizes-Small,Medium,Large,X large) | Nos | 48 | 48 | 48 | 48 | 28 | 28 | 28 | 28 | 28 | 332 | | - | |
| 4 | NURSES UNIFORM | Preference 1.1 (front close) | DOCTOR COAT WHITE FULL SLEEVE with ACCF Logo (Sizes-Small,Medium,Large,X large) | set | 130 | 130 | 130 | 130 | 26 | 26 | 26 | 26 | 26 | 650 | | - | |
| 5 | | | Doctor Coat White With Mob. Pocket with ACCF Logo (Sizes-Small,Medium,Large,X large) | | 130 | 130 | 130 | 130 | 26 | 26 | 26 | 26 | 26 | 650 | | - | |

| S No | UNIFORM NAME | Preference | Item Description | UoM | Dibrugarh | Barpeta | Diphu | Silchar | Darrang | Tezpur | Jorhat | Lakhimpur | Kokrajhar | Total Qty | Basic Rate (Rs.) | Total of Basic Amount (Rs.) | GST % |
|------|--------------|--------------|---|-----|-----------|---------|-------|---------|---------|--------|--------|-----------|-----------|-----------|------------------|-----------------------------|-------|
| 6 | SCRUB SUITES | Preference 1 | TECHNICAN COAT WHITE HALF SLEEVE with ACCF Logo(Sizes-Small,Medium,Large,X large) | set | 40 | 40 | 40 | 40 | 20 | 20 | 20 | 20 | 20 | 260 | | - | |
| 7 | | Preference 1 | NURSING TOP BEIGE WITH RED PIPIN with ACCF Logo(Sizes-Small,Medium,Large,X large) | | 40 | 40 | 40 | 40 | 20 | 20 | 20 | 20 | 20 | 260 | | - | |
| 8 | | Preference 2 | NURSING TROUSER BEIGE WITH ELASTIC with ACCF Logo(Sizes-Small,Medium,Large,X large) | set | 40 | 40 | 40 | 40 | 20 | 20 | 20 | 20 | 20 | 260 | | - | |
| 9 | | Preference 2 | Scrub Upper Royal Blue Tro with ACCF Logo (Sizes-Small,Medium,Large,X large) | | 40 | 40 | 40 | 40 | 20 | 20 | 20 | 20 | 20 | 260 | | - | |
| 10 | PATIENT GOWN | Preference 1 | Scrub Lower Royal Blue Tro with ACCF Logo (Sizes-Small,Medium,Large,X large) | set | 200 | 200 | 200 | 200 | 100 | 100 | 100 | 100 | 100 | 1300 | | - | |
| 11 | | | Scrub Upper School Blue Tro with ACCF Logo (Sizes-Small,Medium,Large,X large) | | 200 | 200 | 200 | 200 | 100 | 100 | 100 | 100 | 100 | 1300 | | - | |
| 12 | | | Scrub Lower School Blue Tro with ACCF Logo (Sizes-Small,Medium,Large,X large) | | 200 | 200 | 200 | 200 | 100 | 100 | 100 | 100 | 100 | 1300 | | - | |
| 13 | | Preference 2 | PATIENT TOP SEA GREEN FINE CHECK PV with ACCF | set | 200 | 200 | 200 | 200 | 100 | 100 | 100 | 100 | 100 | 1300 | | - | |

| S No | UNIFORM NAME | Preference | Item Description | UoM | Dibrugarh | Barpeta | Diphu | Silchar | Darrang | Tezpur | Jorhat | Lakhimpur | Kokrajhar | Total Qty | Basic Rate (Rs.) | Total of Basic Amount (Rs.) | GST % |
|------|-------------------|--------------|--|-----|-----------|---------|-------|---------|---------|--------|--------|-----------|-----------|-----------|------------------|-----------------------------|-------|
| | | | Logo (Sizes-Small,Medium,Large,X large) | | | | | | | | | | | | | | |
| 14 | | | PATIENT PAJAMA SEA GREEN FINE CHECK PV N with ACCF Logo | | 200 | 200 | 200 | 200 | 100 | 100 | 100 | 100 | 100 | 1300 | | - | |
| 15 | | | SKIRT SEA GREEN FINE CHECK PV N WITH VOILET MARKER with ACCF Logo (Sizes-Small,Medium,Large,X large) | | 200 | 200 | 200 | 200 | 100 | 100 | 100 | 100 | 100 | 1300 | | - | |
| 16 | | Preference 3 | Patient Gown Sky Blue Check with ACCF Logo(Sizes-Small,Medium,Large,X large) | set | 200 | 200 | 200 | 200 | 100 | 100 | 100 | 100 | 100 | 1300 | | - | |
| 17 | | | Patient Pajama Sky Blue PV with ACCF Logo(Sizes-Small,Medium,Large,X large) | | 200 | 200 | 200 | 200 | 100 | 100 | 100 | 100 | 100 | 1300 | | - | |
| 18 | | | Skirt Sky Blue PV with ACCF Logo(Sizes-Small,Medium,Large,X large) | | 200 | 200 | 200 | 200 | 100 | 100 | 100 | 100 | 100 | 1300 | | - | |
| 19 | PROCEDURE GOWN | Preference 1 | PATIENT TOP SIDE OPEN SKY BLUE STRIPE PV with ACCF Logo(Sizes-Small,Medium, Large,X large) | Nos | 50 | 50 | 50 | 50 | 20 | 20 | 20 | 20 | 20 | 300 | | - | |
| 20 | FRONT OFFICE MALE | Preference 1 | PATIENT PAJAMA SKY BLUE STRIPE PV N with ACCF Logo(Sizes-Small,Medium, Large,X large) | set | 8 | 8 | 8 | 8 | 4 | 4 | 4 | 4 | 4 | 52 | | - | |

| S No | UNIFORM NAME | Preference | Item Description | UoM | Dibrugarh | Barpeta | Diphu | Silchar | Darrang | Tezpur | Jorhat | Lakhimpur | Kokrajhar | Total Qty | Basic Rate (Rs.) | Total of Basic Amount (Rs.) | GST % |
|------|---------------------|--------------|---|-----|-----------|---------|-------|---------|---------|--------|--------|-----------|-----------|-----------|------------------|-----------------------------|-------|
| 21 | | | SKIRT SKY BLUE PV N with ACCF Logo(Sizes- Small,Medium, Large,X large) | | 8 | 8 | 8 | 8 | 4 | 4 | 4 | 4 | 4 | 52 | | - | |
| 22 | FRONT OFFICE FEMALE | Preference 1 | PROCEDURE GOWN SCHOOL BLUE PV with ACCF Logo(Sizes-Small,Medium, Large,X large) | set | 8 | 8 | 8 | 8 | 4 | 4 | 4 | 4 | 4 | 52 | | - | |
| 23 | GDA UNIFORM | Preference 1 | Trouser Navy Blue Matty Male with ACCF Logo(Sizes- Small,Medium,Large,X large) | set | 100 | 100 | 100 | 100 | 60 | 60 | 60 | 60 | 60 | 700 | | - | |
| | | | Total Comparative rate | | | | | | | | | | | | | =sum of above | |

B. LINEN ITEMS:

| S No | LINEN NAME | Item Description | UoM | Dibrugarh | Barpeta | Diphu | Silchar | Darrang | Tezpur | Jorhat | Lakhimpur | Kokrajhar | Qty | Basic Rate (Rs.) | Total of Basic Amount (Rs.) | GST % | Total of GST amount (Rs.) | Total Amount with taxes (Rs.) |
|------|-------------|---|-----|-----------|---------|-------|---------|---------|--------|--------|-----------|-----------|------|------------------|-----------------------------|------------|---------------------------|-------------------------------|
| B | LINEN ITEMS | | | | | | | | | | | | | | | example 5% | | |
| 1 | WARD LINEN | BED SHEET WHITE CP(90 X 54 inches)(min) with logo | Nos | 250 | 250 | 250 | 250 | 80 | 80 | 80 | 80 | 80 | 1400 | | - | | - | - |

| S No | LINEN NAME | Item Description | UoM | Dibrugarh | Barpeta | Diphu | Silchar | Darrang | Tezpur | Jorhat | Lakhimpur | Kokrajhar | Qty | Basic Rate (Rs.) | Total of Basic Amount (Rs.) | GST % | Total of GST amount (Rs.) | Total Amount with taxes (Rs.) |
|------|------------|---|-----|-----------|---------|-------|---------|---------|--------|--------|-----------|-----------|------|------------------|-----------------------------|-------|---------------------------|-------------------------------|
| 2 | | PILLOW COVER WHITE with logo as per Pillow size | Nos | 250 | 250 | 250 | 250 | 80 | 80 | 80 | 80 | 80 | 1400 | | - | | - | - |
| 3 | | PILLOW synthetic polyfill fiber ISI mark with soft cotton cloth (25" x 16" x 2.6") with logo | Nos | 140 | 140 | 140 | 140 | 50 | 50 | 50 | 50 | 50 | 810 | | - | | - | - |
| 4 | | BLANKET CAMEL COLOUR 230 x 135 cm, weight 2 kg ± 200 gm, 65% ±5% wollen and 40% ±5% other fibers (With Logo) | Nos | 150 | 150 | 150 | 150 | 60 | 60 | 60 | 60 | 60 | 900 | | - | | - | - |
| 5 | | BATH MAT with logo (91 X 60 inch) (min) | Nos | 50 | 50 | 50 | 50 | 30 | 30 | 30 | 30 | 30 | 350 | | - | | - | - |
| 6 | | BATH TOWEL with logo (24X 40 inch) (min) | Nos | 60 | 60 | 60 | 60 | 30 | 30 | 30 | 30 | 30 | 390 | | - | | - | - |
| 7 | | HAND TOWEL with logo (25X 15 inch) (min) | Nos | 100 | 100 | 100 | 100 | 50 | 50 | 50 | 50 | 50 | 650 | | - | | - | - |
| 8 | CSSD LINEN | Medium cut sheet green 8"hole(standard size) | Nos | 100 | 100 | 100 | 100 | 40 | 40 | 40 | 40 | 40 | 600 | | - | | - | - |
| 9 | | Small Cut sheet green 5" hole (standard size) | Nos | 100 | 100 | 100 | 100 | 40 | 40 | 40 | 40 | 40 | 600 | | - | | - | - |

| S No | LINEN NAME | Item Description | UoM | Dibrugarh | Barpeta | Diphu | Silchar | Darrang | Tezpur | Jorhat | Lakhimpur | Kokrajhar | Qty | Basic Rate (Rs.) | Total of Basic Amount (Rs.) | GST % | Total of GST amount (Rs.) | Total Amount with taxes (Rs.) |
|------|------------|---|-----|-----------|---------|-------|---------|---------|--------|--------|-----------|-----------|-----|------------------|-----------------------------|-------|---------------------------|-------------------------------|
| 10 | | Draw sheet green (standard size) | Nos | 100 | 100 | 100 | 100 | 40 | 40 | 40 | 40 | 40 | 600 | | - | | - | - |
| 11 | | SURGICAL GOWN LIGHT BLUE TRO (Sizes- Small,Medium,Large,X large) | Nos | 50 | 50 | 50 | 50 | 20 | 20 | 20 | 20 | 20 | 300 | | - | | - | - |
| 12 | | SURGICAL GOWN white CMA (Sizes- Small,Medium,Large,X large)+C10 | Nos | 50 | 50 | 50 | 50 | 20 | 20 | 20 | 20 | 20 | 300 | | - | | - | - |
| 13 | | Surgical Gown Green Casement Sup. A (Sizes- Small,Medium,Large,X large) | Nos | 50 | 50 | 50 | 50 | 20 | 20 | 20 | 20 | 20 | 300 | | - | | - | - |
| 14 | | Cut Sheet Green (standard size) | Nos | 50 | 50 | 50 | 50 | 20 | 20 | 20 | 20 | 20 | 300 | | - | | - | - |
| 15 | | Pillow Protector With Zip as per pillow size | Nos | 50 | 50 | 50 | 50 | 20 | 20 | 20 | 20 | 20 | 300 | | - | | - | - |

Note:

- 1 Price bids shall be inclusive of all other taxes except GTS delivery at respective hospitals of ACCF across Assam. GST shall be paid extra as per actual.
- 2 In Price should be quoted for all the items listed in Annexure without any overwriting/erasing/cutting. Use of white fluid/ correction fluid/correction tape is strictly prohibited.
- 3 GST should be quoted separately for each item.

- 4 The quoted rates should be inclusive freight charges, packing charges etc.
- 5 Conditional bids shall be rejected.
- 6 The rates for the quoted items should not be higher than those quoted in any other organization/institution or the M.R.P. (supply order for 3 months should be submitted).
- 7 Successful tenderer shall not be entitled to any hike in prices for any reason other than statutory levies during the period of contract.
- 8 Successful tenderer will not be allowed to supply any other brand other than the approved brand in the tender, for any reason whatsoever during the period of contract.
- 9 The tenderers are advised to quote their rates on the basis of costing/profitability of individual items because the ACCF reserves the right to exclude any item(s) from purchase at the time of placing purchase order. Further, the quantities mentioned in the price bid are only tentative in nature and actual procurement quantities of items may differ as per requirement.
- 10 The tenderers may note that quantities mentioned in the price bid are only tentative in nature and are meant only for the purpose of evaluation of tender. Actual procurement quantities of items may differ as per requirement.
- 11 All the bidders should be able to provide samples for evaluation before the technical committee. Failing to do so will lead to rejection of the bid. ACCF can change the color of the uniforms at the time of order after mutual consent from the successful vendor.