



NATIONAL INSTITUTE OF MENTAL HEALTH AND NEURO SCIENCES
(Institute of National Importance), Bengaluru- 560 029

राष्ट्रीय मानसिक स्वास्थ्य और तंत्रिका विज्ञान संस्थान, (राष्ट्रीय महत्व संस्थान), बंगलूरु - 560 029
ರಾಷ್ಟ್ರೀಯ ಮಾನಸಿಕ ಆರೋಗ್ಯ ಮತ್ತು ನರ ವಿಜ್ಞಾನ ಸಂಸ್ಥೆ, (ರಾಷ್ಟ್ರೀಯ ಪ್ರಾಮುಖ್ಯತಾ ಸಂಸ್ಥೆ), ಬೆಂಗಳೂರು - 560 029
Phone 26995023/5913/5923/5024/5025/5780 Website <http://www.nimhans.ac.in/tender>
Fax 080-26571563/26564830/2121/6811 E-mail aaos@nimhans.ac.in



E-Procurement Global Tender No. NIMHANS/2021-22/IND837

D: 08.12.2021

GLOBAL TENDER NOTIFICATION
(Through Karnataka e-procurement portal only)

The Director, NIMHANS invites tender from eligible tenderers through the Karnataka Government E-Procurement portal for supply of following Item/s.

Sl. No.	Name of the Item	Quantity (in Nos.)	EMD (in ₹)
1.	Corn Cob Bedding Material	90,000 kgs	36,000/-

Tender Schedule

Downloading of Tender documents from website - https://eproc.karnataka.gov.in/eportal/index.seam	From 08.12.2021 onwards
Last date for tender enquiry	18.12.2021 upto 11:00 AM
Tender submission last date and time	07.01.2022 upto 11:00 AM
Technical bid will be opened online by the authorized officer on	10.01.2022 at 11:00 AM

Sd/-
DIRECTOR

TENDER DOCUMENT
Terms and conditions

- The bid documents for the above item/s should be addressed to “The Director, National Institute of Mental Health & Neuro Sciences, Post Box No. 2900, Hosur Road, Bengaluru –560 029, Karnataka, India” and should be uploaded in E Procurement portal only on or before the due date.
- The tender bid should be valid for **120 days** from the due date (Tender submission last date). NIMHANS, Bengaluru will not take any responsibility for any technical issues.
- Earnest Money Deposit (EMD):**
 - The (EMD) shall be denominated in Indian Rupees (INR) only and should be paid in the e-procurement portal as per the facility provided.
 - The EMD shall not bear any interest and will be refunded to
 - successful tenderer on receipt of Agreement and Bank Guarantee.
 - unsuccessful tenderer upon finalization of tender bid and award of tender to successful bidder.
 - all the tenderers if the tendered item is cancelled or retendered.

OR



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In case of claiming EMD exemption:

- a. Bid Security Declaration (in company letter head as per annexure A) shall be uploaded by selecting MSME/NSIC option
 - b. In case of MSME / NSIC registered vendors, Bid Security Declaration (in company letter head as per annexure A) along with valid MSME / NSIC registration certificate shall be uploaded by selecting MSME / NSIC option.
4. The tender documents and all correspondences relating to the bid should be in **English language only**.
5. **Technical bid should comprise of (uploaded copy of documents should be self-attested, stamped and better quality – preferably .pdf format):**
- a. Brochure/Catalogue and Data sheet of the item/s
 - b. Technical Compliance Statement
 - c. Proprietary certificate from the manufacturer mentioning the unique technology or feature/s mentioned apart from the brand name (If applicable)
 - d. Pre requirements required for the use of item/s, if any
 - e. Delivery of the item/s should be door delivery and should be supplied as indicated in the purchase order
 - f. List of Institutes where the item/s have been supplied with copies of the purchase orders.
 - g. Copy of GST, PAN, TIN document
 - h. Valid copy of the certificate for quality from the recognised Govt. / Private body
 - i. Whether tenderer is the manufacturer / accredited agent / sole representative, indicate details of principal's name & address. The offers of tenderer who are not manufacturer or direct authorized agent will be summarily rejected. Sub- distributors will not be accepted
 - j. Non – blacklisting certification that the firm has not been blacklisted in the past by any government/Private Institution and certification for No Vigilance/CBI case pending against the firm/supplier by making an affidavit on non – judicial stamp paper of ₹ 100/-
 - k. Declaration towards acceptance of all terms and conditions should also be provided
6. **Financial Bid should comprise of-**
6. a. **Quotation should be only for DAP in INR only i.e. NIMHANS Door Delivery Price including loading, packing, transportation, other charges etc.,** and should have detailed information as per tendered specifications (such as Item/s cost, each article wise rates. Taxes, other government levies, Customs duty, any local agency commission, transportation, delivery of the item at the Institute premises etc., separately along with total cost) with manufacturers name, License number and name of the brand/make. Tender bids without price bid/quotation will be rejected.
- Detailed breakup of the cost should be provided under icon “Action column” by clicking the % symbol which will be mentioned as Added statutory components.**
6. b. For item/s not manufacturing in India (NMIC), the custom duty exemption certificate will not be issued by the institute. The Rate quoted should be inclusive of Custom duty & other incidental charges.
7. **Successful tenderer decision will be made on the basis of total cost of the item/s and the corresponding rates will be frozen for 03 years from the date of purchase order; however,**



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the Institute reserves the right to procure/reject the purchase of item/s with the successful tenderer on repeat order basis.

8. The tender bids (technical and price bid) should be typewritten; every correction in the tender should be initialed along with seal by the tenderer, failing which the tender will be rejected. All pages of the bid submitted must be signed along with seal and sequentially numbered by the tenderer.

9. Evaluation of Bids:-

The technical bid of the tenderer will be evaluated to determine whether

- They are complete with respect to specifications.
- They are free from computational errors.
- The requisite documents have been submitted and properly signed.

10. Tender Opening:

a. The Technical bids will be unlocked through E procurement portal in the Committee Room, Adjacent to Registrar Chamber, NIMHANS, Bengaluru on the date specified in presence of tenderers or their representatives who choose to attend (not mandatory).

The Tenderers' or representatives who are present shall submit authorization letter along with copy of Photo id proof and shall sign a register evidencing their attendance.

b. The Financial bid of the technically qualified tenderer/s only will be opened on a notified date.

11. Any modification or revision of bids after submission will not be entertained under any circumstances. Conditions such as “subject to the availability of stocks”, supplies will be made as and when supplies received from the principles etc., will not be considered under any circumstances.

12. A tenderer having once given a tender bid shall not withdraw it after its acceptance/opening and if does, the EMD paid by the tenderer will be forfeited, liable to make good the loss sustained. Supply of products has to be guaranteed for a minimum of 03 years from the date of the first purchase order, failing which the Bank Guarantee can be claimed from NIMHANS and the tenderer shall be debarred from bidding for any tender/contract with NIMHANS for a period of 02 years.

13. If required, the tenderer should submit the samples of the quoted item/s at the institute during the technical evaluation, failing which their bid/offer shall be rejected. No request for extending time for sample submission will be entertained.

14. The successful tenderer should immediately submit an acceptance letter duly signed and sealed for the rate/s and offers agreed by both the parties to the Head of the Institution within reasonable time on receipt of the Purchase Order (Agreement Specimen will be enclosed with Purchase order & Stamp duty to be paid by the tenderer). **The successful tenderer should also furnish a Bank guarantee of 03% of the Purchase Oder value from any Nationalized bank for the contract period / number of frozen years.** In the event of the successful tenderer failed to supply the item/execute the agreement/submit the Bank Guarantee the EMD deposited by them shall stand forfeited.



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15. **Payment terms:** Payment will be made only after delivery and receipt of the item/s certified by the end user. **NO ADVANCE PAYMENT WILL BE ENTERTAINED.**
16. If, at any time, during the said period, the supplier reduces the said prices of such Item/s to any other person/organization/ Institution at a price lower than the chargeable, the company shall forthwith notify such reduction or sale to the Director, NIMHANS and the price payable for the Materials supplied after the date of coming into force of such reduction or sale shall stand correspondingly reduced.
17. The losses to NIMHANS, Bengaluru, if any incurred on account of purchase made elsewhere by failure, neglect or refusal on the part of the tenderer to supply according to the terms of agreement will be recovered from them. If any article or things supplied by the tenderer have been partially or wholly used or consumed in the hospital and they are subsequently found to be in bad condition, unsound, inferior in quality or description, not in accordance with samples or otherwise faulty or unit for use, the wholesome of the contract price or price of such articles or things will be recovered from the tenderer. The tenderer will not be entitled for any payment whatsoever, for such articles for infringements of the stipulation of the conditions or for justifiable reasons the contract may be terminated by the Director and the tenderer shall be liable for losses sustained by the NIMHANS on the consequences of the termination which may be recovered from the EMD/Bank Guarantee or from their invoices due to them. In the event of such amount being insufficient, the balance will be recovered personally from the tenderer.
18. Any corrections/changes in the tender will be uploaded as corrigendum in the NIMHANS and E procurement websites only.
19. If the tender last/opening date falls on any general/government/institute holiday(s), then the successive dates will be postponed by equivalent days of holiday(s), however the time remains unchanged.
20. The Director reserves the right of ordering/not ordering/cancelling/increase or decrease the quantity and to reject any or all tender quotations without assigning any reason. The decision of the Director, NIMHANS, Bengaluru, shall be final in all the controversies that may arise in the matter. Any dispute arising out of this will be subject to the jurisdiction of the Court in Bengaluru.
21. Failure to adhere any of the above terms and conditions the bid(s) may be rejected and EMD may be forfeited.
22. None of the terms and conditions of the supplier shall be applicable to the purchase contemplated hereunder, irrespective of it being attached to any documents to be provided to NIMHANS. Such exercise shall have no meaning and binding effect unless the same is accepted by NIMHANS in writing.

NOTE: Please keep checking the NIMHANS and E-Procurement websites regularly for any further updates.

Sd/-
DIRECTOR



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DECLARATION

(TO BE GIVEN BY THE TENDERER)

Name of the Item: Corn Cob Bedding Material

Name of the company

:

To

The Director,
National Institute of Mental Health & Neurosciences
(Institute of National Importance)
Post Box No. 2900,
Hosur Road, Bengaluru – 560 029

Dear Sir,

1. I/We hereby submit my/our tender for the
2. I/We have made requisite payment against EMD as per the tender document vide reference No. & date, else my tender bid may be rejected.
3. I/We have gone through all terms and conditions of the tender documents before submitting the same.
4. I/We hereby agree to all the terms and conditions, stipulated by the NIMHANS, in this connection including delivery, warranty, penalty etc. Quotations for each group are being submitted and shall be considered on their face value.
5. I/We undertake to sign the contract/agreement, if required, within reasonable time from the date of issue of the letter of acceptance, failing which our/my security money deposited may be forfeited and our/my name may be removed from the list of suppliers at the NIMHANS, Bengaluru.

NOTE: ALL TERMS & CONDITIONS SUCH AS TAXES/LEVIES ETC, HAS BEEN INDICATED IN THE QUOTATIONS FAILING WHICH IT WILL BE PRESUMED THAT THE RATES ARE INCLUSIVE OF ALL TAXES/LEVIES AND OTHER TERMS AND CONDITIONS ARE ALSO AS PER YOUR REQUIREMENTS.

Yours faithfully,

Signature of Tenderer & seal



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**CHECK LIST
(TO BE FILLED BY THE TENDERER)**

1.	Name & Address of the Tenderer		
2.	Name & address of the manufacturer		
3.	Name of the item & Model Quoted		
4.	Validity of the quotation	120 days from the tender submission last date	
5.	Delivery Period	30 days	
6.	Tender Bid uploaded details (YES or NO against each item)	a. Application Fee submitted	
		b. EMD submitted	
		c. Brochure/Catalogue uploaded	
		d. Technical Compliance Statement	
		e. Manufacturer Proprietary certificate uploaded	
		f. Pre requirements details uploaded	
		g. List of users uploaded	
		h. Copy of GST/PAN/TIN & Bank details uploaded	
		i. Distributor authorization letter uploaded	
		j. Non-blacklisting certification uploaded	
		k. Declaration enclosed	
l. Door delivery cost quoted			
7.	Training will be provided (YES or NO), if applicable		
8.	a. Whether after sales, service is available in Bengaluru? If yes, quote the details		
	b. What is the arrangement for post contract / warranty monitoring		
9.	Any other information (Enclosed separately in letter head – YES or NO).		

Signature of Tenderer along with seal