



Maharashtra State AIDS Control Society

Government Of Maharashtra

RA Kidwai Marg, Near Wadala OverBridge,

Wadala (West), Mumbai-400031

No: MSACS/Proc/Hand Gloves & Micro Tips/2008

Date: 13/06/2008

To,

Dear Madam/Sir

Sub: Invitation for Quotations for “Hand Gloves & Micro Tips”.

1. You are invited to submit your most competitive quotation for the following items :

S. N.	Brief Description of the items	Specifications	Qty.	EMD (RS.)	Delivery Period	Delivery Place
1.	Disposable Hand Gloves (Pair)	7 Size Latex Powder Coated (Sterile)	64,700 pairs	10,611/-	within 15 days from date of Notification of Award	Offices of Dy. Director of Health Service in Maharashtra at 7 locations
2.	Micro Tips	Small Size Yellow Colour	79,000 tips	790/-		

* **Installation requirement if any :**

2. Government of India has received a credit from the International Development Association (IDA) and a Grant from the Department for International Development (DFID) in various currencies equivalent to US \$ 250 million towards the cost of the National AIDS Control Programme - III Project and intends to apply a part of the proceeds of this credit to eligible payments under the contract for which this invitation for quotations is issued.

3. **Bid Price :**

- The contract shall be for the full quantity as described above. Corrections, if any, shall be made by crossing out, initialing, dating and rewriting.
- All duties, taxes and other levies payable by the contractor under the contract shall be included in the total price.
- The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to the adjustment on any account.
- The prices shall be quoted in Indian Rupees only.

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4. Each Quoter shall submit only one quotation.

The quotations should be submitted in the format provided with this letter on the letterhead of the quoter.

5. Payment Terms :

50% payment shall be made within 15 days after the submission of bill and alongwith the acknowledgement receipts in the format given by MSACS duly filled and signed by the competent authority containing quantity of goods received, whether goods received in good condition, date of receipt of material and 50% balance payment shall be released after one month if no complaint is received by this office regarding the quality of goods supplied.

6. Validity of Quotation :

Quotation shall remain valid for a period not less than 30 days after the deadline fixed for submission of quotations.

7. Evaluation of Quotations:

The purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which are properly signed and conform to the terms, conditions, and specifications in the following manners:

a) The evaluation will be done excluding the sales tax. If the quoter has included the sales tax in his quotation for the items rate, it will treated as though it is exclusive of the sales tax and no downloading of sales tax will be made.

b) The evaluation would be done for unit rate. The items for which no rates have been quoted would be treated as non-responsive and the total amount would be computed accordingly. The quoter who has quoted for partial quantity of any one or more item would be treated as non-responsive.

c) The purchaser will award the contract to the lowest responsive bidder in each category of items.

d) The bidder should submit documentary evidence on its qualification with quotation, which is mentioned in our quotation point no. 7 (g). If the quoter does not fulfill the same he will be treated as non-responsive.

8. Award of Contract

a) The purchaser will award the contract to the quoter whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.



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- b) The purchaser reserves the right at the time of award of contract to increase or decrease the quantities of items indicated in para 2 above by 15% without any change in the unit price or any other terms and conditions.
- c) The purchaser prior to the expiration of the quotation validity period will notify the bidder whose quotation is accepted of the award of contract. The successful quoter shall enter into an agreement with the purchaser on award of the contract.
- d) Notwithstanding the above, the Purchaser reserves the rights to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.
- e) Incomplete, irregular, unsealed and quotations received after the due date and time will not be considered.
- f) Normal commercial warranty/ guarantee shall be applicable to the supplied goods within one year.
- g) **Quoter should submit documentary evidence establishing its eligibility alongwith the quotation as below:**
- (I) In the case of a quoter offering to supply goods under the contract which the quoter manufactures or other wise produces that the quoter :
- (i) Is incorporated in the country of manufacturer of the goods.
- (ii) Has been licensed by the regulatory authority in the country of manufacture to supply the goods.
- (iii) Has manufactured and marketed the specific goods covered by these documents for at least two (2) years and for similar goods for at least five (5) years.
- (iv) A copy of its manufacture license and a statement of installed manufacturing capacity.
- (v) Copies of audited financial statements for the past three years.
- (vi) List of major supply contracts conducted within the last five years.
- (vii) That it has successfully manufactured and supplied satisfactorily same item as specified in the schedule of requirement not less than 80% of the quantity to be supplied in any one of the last three years as on the last day of the month preceding to the month in which bids are opened.
- (II) In the case of a quoter offering to Supply goods which are not manufactured by him, copies of all documents given in Sub Clause (1) above for both the manufacturer and quoter, should be submitted.

Packing Instruction : MSACS has provided list of site wise quantity the firm has make item wise and quantity wise box and supply to this office within 10 days after award of contract.

The firm should print on the corrugated box and every inner box "Govt. of India - NACO "Not for Sale". And MSACS logo on the labels of

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all kits, all the corrugated boxes and cartons. MSACS Logo will be provided by MSACS office. (All packing instructions are mandatory).

Case Identification :

- a) Purchaser's line and code number
 - b) the generic name of the product.
 - c) date of manufacture and expiry (in clear language not code)
 - d) batch number
 - e) quantity per case
 - f) special instruction for storage
 - g) name and address of manufacture
 - h) any additional cautionary statement.
- 1) If the quotation is accepted, the quoter will have to supply the goods within 15 days to the destinations from the date of receipt of Purchase order.
 - 2) The quoter should pay the Earnest Money Deposit which is mentioned in the format point no. 1 as EMD in the form of D.D. drawn in f/o Maharashtra State AIDS Control Society alongwith the quotation in the office of the Project Director and above address between 11.00 a.m. to 5.00p.m. The DD of the EMD will be kept in the treasury of the MSACS, which will not be deposited in the bank, and it will be refunded to the respective bidders after placing the work order. The quotation deposit of the successful bidder will be refunded after receiving the supply satisfactorily. The quotation forms will not be sent by post.
 - 3) The quoter shall submit Performance Security in the Form of Demand Draft for an amount of 10% of the contract value, in favour of Maharashtra State AIDS Control Society, after the date of notification of Award. The Performance Security will be valid for 3 months from the date of notification of award.

9. Penalty :

- a) For delayed supply - 1/2 % of the value of the contract per week or part thereof after expiry of the delivery period subject to maximum 10%.
- b) Failure of the supply - performance security will be forfeited and the material will be purchased at the risk and cost of the suppliers.
- c) Variation in specification - material will be rejected and cost of the said material will be recovered from the supplier.
- d) The supplier shall replace defective material any items found to be of Sub Standard quality, immediately.

10. Last Date and Time of receipt quotations :

The quotations should be sent in sealed envelope in the name of “**Project Director**” at above address.

11. You are requested to provide your offer latest by 2.00 p.m. on 17/07/2008.

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12. Quotations will be open in the presence of the bidders or their representative who choose to attend _____ AM/PM on _____ in the office of the _____.
13. We look forward to receiving your quotations and thank you for your interest in this project.

Sd/-

Addl. Project Director

Maharashtra State AIDS Control Society

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