

NATIONAL INSTITUTE FOR EMPOWERMENT OF PERSONS WITH MULTIPLE DISABILITIES (NIEPMD)

(Department of Empowerment of Persons with Disabilities,
Ministry of Social Justice & Empowerment, Govt. of India)
E.C.R. Muttukadu Kovalam P.O, Chennai- 603 112

Tender No. NIEPMD/Pur 4 (13)/2017-18

Notice Inviting Tenders

Sub.: Annual Rate Contract for Purchase of Prosthetics & Orthotics (P&O) Raw Materials

National Institute for Empowerment of Persons with Multiple Disabilities (NIEPMD), Chennai, Under Ministry of Social Justice and Empowerment, DEPwD intends to enter in to annual rate contract for a period of one year after finalization of contract. The contract may be extendable to 02 more years subject to satisfactory performance and discretion of Director, NIEPMD. However it is not binding for either side to extend the rate contract beyond one year. The material will be for free of cost distribution to the beneficiaries with Multiple Disabilities under ADIP Scheme (from the date of finalization of contract following terms and conditions will be followed for procurement of **“Prosthetics & Orthotics (P&O) Materials”** for use in P&O departments :

1. Tentative purchase amount for one year Rs 05.00 lacs. (May be increased or decreased as per NIEPMD programme requirement)
2. **Submission of Bid:** The bid should be uploaded through NIC e-procurement portal URL [“http://eprocure.gov.in/eprocure/app”](http://eprocure.gov.in/eprocure/app) up to **12.06.2017 at 03.00 PM, containing following:**
 - i) EMD in the manner as prescribed at Clause No.11 below.
 - ii) Bidder shall upload the scanned copies of following:
 - a) Authorized Dealer/Distributor/Business Partner/RSR Certificate from OEM.
 - b) Relevant Documents in case of MSME/SSI/NSIC Unit.
 - c) PAN Card, Address Proof and Sales Tax/TIN No.
 - iii) Duly filled Price Bid (BOQ Provided in Excel format).

--Sd/--

Date: 25th May 2017

Director, NIEPMD

3. **Opening of Bid:** Bid shall be opened on the **13th Jun 2017 at 04.00 PM.**
4. **Bid Validity:** Bid shall remain valid for a period of 60 days from the date of opening of bid.
5. **Bid Evaluation:** Duly filled Price Bid shall be evaluated on lowest tender basis.
6. The total cost quoted should be exclusive of taxes. Applicable taxes to be mentioned separately. Tax applicable at the time of invoice will be paid.
7. Prices quoted by the bidder shall remain FIRM for delivery in NIEPMD, Chennai during the currency of contract and any extension thereof.
8. The tender submitted by any other means except NIC e-procurement portal, will not be entertained under any circumstances.
9. The list of technically qualified bidders will be published on the Notice Board of NIEPMD.
10. The financial bids of technically qualified bidders only will be opened. On the same day or time of opening will be intimated after evaluation of technical bid.
11. **Earnest Money Deposit:** The Bidders shall deposit Earnest Money amounting to **Rs. 25,000.00 (Rs. Twenty Five Thousand only)** and non-refundable tender fees of **Rs. 1000/-** through e-payment as per the procedure mentioned below:

11.1 Procedure for e-payment:

EMD of Rs.25,000/- and Tender fee of Rs. 1,000/- should be paid online through NEFT or RTGS in NIEPMD account and payment receipt to be uploaded with technical bid. Technical bids without EMD and Tender Fee shall not be considered for further evaluation.

Payment Details:

Institute's Bank account details for remittance of EMD and Tender fee are mentioned in NIT uploaded on CPP portal. Bidders are requested to download the copy from NIC CPP portal. As the account details cannot be displayed on our website vide

DO no. NIC/IT and Aadhar act/ 2017/223(26) dated 3rd may 2017

• **Caution:** Please ensure that you need to mention the correct beneficiary account number and IFSC code as mentioned above while making payment via RTGS /

NEFT. In the event of funds remitted to wrong beneficiary account number, NIEPMD, Chennai or its Bank would not responsible for the same.

12. Tender Submission process

Interested bidder may submit their quotes by giving all the necessary documents in English or Hindi as specified. **The TENDER must be submitted online through Central Public Procurement Portal e-procurement application only through URL: <http://eprocure.gov.in/eprocure/app> only.** No manual bids will be entertained under any circumstances.

The Tender document attached must be direct, concise, and complete and arranged in an organized and structured manner.

To participate in online bidding process, Bidders must procure a Digital Signature Certificate as per Information Technology Act-2000 using which they can digitally sign and encrypt their electronic bids. Bidders can procure the same from any CCA approved certifying agency, i.e. TCS, Safecrypt, Ncode, eMudhra etc. Bidders who already have a valid Digital Signature Certificate (DSC) need not procure a new DSC.

NIEPMD will not be responsible for delay in online submission due to any reason. For this, bidders are requested to upload the complete bid proposal well advance in time so as to avoid issues like slow speed, choking of web site due to heavy load or any other unforeseen problems.

Bidders are also advised to refer visit any local NIC office or call CPPP 24x7 toll free number 1800-3070-223 or mobile No. 07878007972, 07878007973 for further details about the e-tendering / bidding process.

GENERAL TERMS AND CONDITIONS:

13. The bid is liable to be rejected if the EMD and Tender fee is not found in order or receipt not accompanying with the Technical Bid.
14. The EMD of unsuccessful bidders shall be returned after the issuance of award to the successful bidder. No interest shall be paid by the NIEPMD, Chennai on the EMD.

15. The EMD of successful bidders shall be retained as security deposit and released after successful completion of contract. No interest will be paid on EMD amount.
16. NIEPMD reserves the right to accept / reject / select more than one Agency and to annul the bidding process of any or all bids at any time prior to award of contract without thereby incurring any liability to the affected bidders.
17. The NIEPMD reserves the right to increase/decrease the quantity at the time of placing the order.
18. The financial bids of technically qualified bidders only will be opened. On the same day or time of opening will be intimated.
19. The order will be awarded for supply of P & O Laboratory Materials with the lowest tenderer from the technically qualified bidder. **As no subsequent cost negotiations will be done, the price quoted should be final.**
19. In case **13 Jun 2017** happens to be holiday, the tenders shall be opened on next working day at the same time and place.
20. NIEPMD will not provide 'C' and 'D' Form.
21. **Submission of bid means that bidder has read all the terms and conditions of this NIQ carefully and will comply them all unconditionally. Conditional bids will not be accepted.**
22. NIEPMD, Chennai reserves the right to split the quantity/items ordered on more than one vendor.
23. **Approximate requirement for one year:-**
Attached as Appendix "A" to this document.
24. The tender will be appraised by committee formed by NIEPMD.
25. **MSME/SSI Units:** The units registered with MSME/SSI/NSIC etc., are exempted from payment of EMD subject to following:
 - I. Submission/upload of registration certificate with District Industries Centers or Khadi and Village Industries Commission or Khadi and Village Industries Board or National Small Industries Corporation
 - II. Valid registration during validity period of quotation.
 - III. Applied for registration or for renewal will not be accepted. Such offers will be treated as offer received without EMD

26. The award to MSME Firms shall be regulated as per Govt. Guidelines.
27. **Delivery Schedule:** Purchase order shall be issued on quarterly basis or as per requirement and the firm shall ensure delivery of material within 15 days from the date of placement of each purchase order.
28. **Payment:** payment will be made after receipt of material against each Purchase Order in good condition and full quantity to the entire satisfaction of Consignee. Normally payment will be made within thirty working days after the supply is made.
29. **Delayed delivery & Compensation for delay:**
If the delivery of material/goods in full and in good condition is not completed for whatsoever reason within the stipulated period, an amount @5% (Five percent of the undelivered material) would be deducted from the payment due to supplier for each week or part thereof, subject to the maximum of 15% (Twenty five percent of the undelivered material). In case, short supply in all respect is delayed beyond 70 days of scheduled delivery period in that case besides LD, EMD shall also be forfeited without any notice.
Further if the delivery of material/goods is not commenced at all for whatsoever reason within the scheduled delivery period, in that case the NIEPMD reserve the right to cancel the order with forfeiture of EMD without any notice.
In case of any defects and material is not found to be as per specification, the same shall be made good/replaced by the concerned firm as per the instructions of Consignee failing which it will attract action as above.
29. The NIEPMD reserves the right to accept or reject any or all the tenders without assigning any reason thereof whatsoever.

.....We agree to all terms and conditions as mentioned above including the validity of the offer. Utmost confidentiality of the data provided shall be maintained.

Name, Designation & Signature of the bidder with the seal

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TECHNICAL BID

(To be uploaded)

Name and address of the bidder:

1. Name of the bidder
 - a) Full postal address
 - b) Full address of the premises
 - c) Telegraphic address
 - d) Telex number
 - e) Telephone number
 - f) Fax number
2. Monthly supply capacity of goods quoted for
 - a) Normal
 - b) Maximum
3. Total average annual turn-over of last 05 FYs (value in Rupees).....
(Copy of Balance Sheet s Audit Statement / IT returns, etc. to be attached as proof)

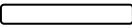
4. Past supply details for 3 years (major orders only)

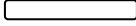
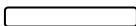
5. Whether similar job work undertaken in the past, if so details
(Samples to be displayed if required)

Customer **Quantity supplied** **Year**

Information to be furnished for the Technical bid for **Prosthetics & Orthotics**
(P&O) Materials Rate Contract:-

SL. NO	RAW MATERIALS	SPECIFICATION	QTY
1	Aluminum sheet	18 gauge	30kgs
2	Buckle metal	3mmx1"	100 nos. (1Pkt)
3	Buckle metal	3mmx3/4"	100 Nos.(1Pkt)
4	Buckle metal	3 mm x 1 ½ "	100Nos(1 Pkt)
5	Bark leather/sole/VT leather	4 mm thickness	25 kg.
6	Dendrite	Pc-65 (1 Ltr. Pkt)	30 Ltrs.
7	Cotton cloth	Dark Maroon red color for gaiter	35 Mtr.
8	Plain EVA Foam sheet 3mm (Ethaflex)	Skin color red , green blue, Orange 6 Feet x 3 Feet	10Sheet
9	Plain EVA Foam sheet 5 mm (Ethaflex)	Skin color red , green blue, Orange 6 Feet x 3 Feet	5 Sheet
10	Plain EVA Foam sheet 1.5mm (Ethaflex)	Skin color red , green blue, Orange 6 Feet x 3 Feet	15 sheet
11	Copper rivets	1/8x1/2"	2 kg
		1/8x1"	500 Gm.
		1/8 x 3/4"	500 GM
		5/32 x 3/4"	1.5 Kg.
		3/16 x 1"	500gm
12	Fiber glass	Netted/mess type (Fabric)	3 kgs
13	Catalyst for GPR Resin	For GPR resin	1 Kg.
14	Emery sheet 4" Sheet size- 12"x9"	Grit No.100 (Smooth)	50 Sheet
15	Emery sheet 4" Sheet size- 12"x9"	Grit No .180 (Smooth)	50 Sheet
16	Sand Paper 4" Sheet size- 12"x9"	Grit No-50 (Rough)	05 Sheets
17	Sand Paper 4" Sheet size- 12"x9"	Grit No.No-80 (Rough)	5 Sheet
18	Sand paper 6" Sheet size- 12"x9"	Grit No.100 (Smooth)	5 Sheet
19	Sand paper 6" Sheet size- 12"x9"	Grit No.180 (Smooth)	5 Sheet

20	Hardener/ Accelerator	For GPR polyester Resin	1 Kg
21	Hacksaw blade single side teeth HSS	12 inch length , 1/4 width	12 nos.
22	Hacksaw blade double side teeth HSS	12 inch- length, 1"width	12 nos.
23	Micro Cellular Rubber Sole	Size- 2 x 1 feet	5 Sheet
24	Thinner	Duco , or shellac (1 Ltr.Pkt)	10 Ltr.
25	Rubber solution	Stag brand (5 Kg. Pkt)	10 Ltr.
26	Upper/softy leather for shoe	Full grain chrome leather	2500 Sqft.
27	Napa leather for shoe	Black, chrome tanned	500 Sqft.
28	Suede leather for shoe	different color	500 Sqft.
29	Lining leather for shoe	Different color	2500 Sqft.
30	Kattai leather (1.5- 1.8) mm	Black/brown leather	10 Kg
31	Leather board	3 mm Size- ½ X ½ Mtrs.	2 sheets
32	Pop bandages 4" (12 Cm)	Gypsona company (Per Pkt. 12 Nos.)	80 rolls
33	Pop bandages 6" (15 Cm)	Gypsona company (Per Pkt. 12 Nos.)	80 rolls
34	pop powder	1kg Pkt.	100 kg.
35	press button -	6 mm Black color (Mild Steel)	1000nos.
36	press button -	12mm silver color (Mild Steel)	500 nos.
37	Press button	19 mm silver color (Mild Steel)	500 nos.
38	Light weight Raising sheets 1 inch thickness	Sheet size- 1 ½ "x 1 Mtr.	5 sheets
39	Light weight Raising sheet 1/2 inch thickness	Sheet size 1 ½ "x 1 Mtr.	10 sheets
40	Light weight Raising sheet 2 inch thickness	Light weight Size-1 ½ x1 Mtr	5 Sheet
41	Shoe polish Black	200 gm Pkt (robin brand)	2 boxes
42	Shoe polish Brown	200 gm Pkt (robin brand)	2 boxes
43	Shoelace Adult 34" length	Black (good luck) Cotton make	50 pairs
44	Shoe lace child 27"length	Black (good luck) cotton make	50 Pairs
45	Velcro hook loop 1"	Black (1 st quality)	250 Mtr.
46	Velcro hook loop 2"	Black (1 st quality)	50 Mtr.
47	Velcro hook loop 1 1/2 "	Black (1 st quality)	50 Mtr.
48	Vaseline- General purpose	White petroleum jelly	500 gms
49	Electric Insulation Tape 1"	Steel Grip Brand	30 nos.
50	Elastic band/Strap	4" black color	10Mtr
51	Elastic band/Strap	2" black color	20Mtr
52	Eyelet for shoe	Medium size, black colour	500 nos.
53	Eyelet for shoe	Large size, black colour	1500 nos.
54	Polyester Resin	General Purpose	30 kg
55	Thermocol cutting Knife (18mm to 25mm)	6" Long	3nos.
56	Facemask	Cotton made	50 nos.
57	D ring metal (SS) 3/4" rectangular	3mmx 3/4" 	1 Pkt.

58	D ring metal (SS) 1"rectangular	3mm x1" 	2 Pkt.
59	D ring 1 1/2 " metal (SS) rectangular	3mm x 1 1/2 " 	100 nos.
60	Drill bit 1/8 " size HSS	Addission made	20 nos.
61	Drill bit 5/32" size HSS	"	20 nos.
62	Drill bit 1/4 " size HSS	"	03 nos.
63	Drill bit 7/32" size HSS	"	3 nos. each size
64	Drill bit 3/16 " size HSS	"	3 nos. each size
65	Zig saw Blade	Bosch-T123X HSS	10 nos.
66	Zig saw Blade	Bosch-T244DP HCS	5 nos.
67	Zig saw Blade	Bosch-T144D HCS	5 nos.
68	Rexin	1 st quality black color	6 Mtr.
69	Pigment P&O cinnamon	Mid buff/skin color	500 gms
70	Nylon strap 1"	black color	300 Mtr.
71	Nylon strap 2"	"	50 Mtr.
72	Nylon strap 1 1/2 "	"	50 Mtr.
73	Dunlop sole	Black colour size 1Mtrx 1Mtr	2 sheet
74	Knife blade	Blade for knife cutter	5 pkt
75	Cotton webbing strap 1"		100Mtr. Each size
76	Cotton webbing strap 1 1/2 "		100Mtr. Each size
77	Mochi needle	Stitching for shoe	3 nos.
78	Pelite for soft socket	6mm Sheet	2 sheet
79	Pelite for soft socket	5mm sheet	2 sheet
80	Pelite for soft socket	3mm sheet	2 sheet
81	Talcum powder	Ponds Brand 200 gm Pkt	5pkt
82	Tacks Hand shoe	13mm Tower Brand	2 pkt
83	Tailor measurement tape	60" Length	5 nos.
84	Velt	For shoe beading	2 sheet
85	Ortho P-H 3mm –Natural	PP sheet Size-1.25mtr. X2 mtr.	5 Sheet
86	Ortho P-H 6mm- Natural	PP sheet Size-1.25mtr. X2 mtr.	5 Sheet
87	Aluminum bar/strips	3/4 "x 3mm	350 feet
88	Aluminum bar/strips	1"x3mm	200 feet
89	Aluminum bar/ strips	1/2 " x3mm	120feet
90	Ranger foot slim 24 RT with wooden keel	Size : child & Adult (22cm to 28cm) (Rt. & Lt) Colour: skin texture Material:- polyurethane Internal keel:- wooden (injection molded) Separate great Toe Weight limit: 100kg	5 nos.
91	Ranger foot slim 24 Lt with wooden keel		3 nos.
92	Ranger foot slim 22cm RT with wooden keel		2 nos.
93	Ranger foot slim 22 cm LT with wooden keel		2 nos.
94	Ranger foot slim 23cm RT with wooden keel		3 nos.
95	Ranger foot slim 23 cm LT with wooden keel		2nos.
96	Ranger foot slim 25 cm RT with wooden keel		4nos.
97	Ranger foot slim 25cm LT with wooden Keel		3 nos.

98	Ranger foot slim 26cm RT with wooden keel	Nut & bolt assembly detachable	3 nos.
99	Ranger foot slim 26cm LT with wooden keel		2 nos.
100	Ranger foot slim 27cm RT with wooden keel		2 nos.
101	Ranger foot slim 27cm LT with wooden keel		3 nos.
102	U Foam 2" thick	Skin color	2 sheet
103	Prosthetic button with Hole with copper rivet	SS made	50 nos
104	Shalimar sheet (shoe outer sole)	1.5Mtr x 1 Mtr	10 sheet
105	Poly Vinyl Alcohol (PVA) bag	For Below Knee prosthesis	150 nos.
106	Poly Vinyl Alcohol (PVA) bag	For Above Knee prosthesis	100 nos.
107	Acrylic polyester resin	For plastic lamination	5 Kgs.
108	SYD hardener for acrylic polyester resin	For plastic lamination	500 gms..
109	Carbon fiber	Netted type-12 K	2 Kgs.
110	Copying pencil	Blue , Apsara Make	10 nos.
111	Glass marking pencil	White & black, Apsara Make	12 nos.
112	Cotton stockinet 120 mm	10 Mtrs. Roll	50 Mtr
113	Cotton stockinet 80 mm	10 Mtrs. Roll	80 Mtr.
114	Cotton stockinet 60 mm	10 Mtrs. Roll	120Mtr
115	Cotton stockinet 100mm	10 Mtrs roll	50Mtr.
116	Cotton stockinet 30 mm	10 Mtrs. Roll	100 Mtr
117	Nylon stockinet 60 mm	10 Mtrs. Roll	50 Mtr
118	Nylon stockinet 30 mm	10 Mtrs. Roll	50Mtr
119	Nylon stockinet 80 mm	10 Mtrs. Roll	30 Mtr
120	Nylon stockinet 100 mm	10 Mtrs. Roll	50Mtr.
121	PVC film	150 micron 1.2mm, s Plastic Lamination	10 mtr.
122	Stitching thread for industrial use (Polyester)	Simco Threads no.30, (2000Mtr. 1 roll)	2 roll
123	Surform Blade	Half round (Stanley make)	2 Nos.
124	Surform Blade	Flat (Stanley make)	2 Nos.
125	Surform Blade	Round (Stanley make)	2 Nos.
126	Surform Frame	For Half round, Round & Flat (Stanley make)	3 Nos.
127	Star metal screw	Size 1/2"	2 pkt
128	Star metal screw	Size 1 "	2 pkt
129	Grease (500gm Pkt)	Castro Make	1 Pkt.
130	Jaipur foot with ankle bolt	Various Sizes	25
131	Jaipur foot without ankle bolt	Various Sizes	25

Special Terms & Conditions:

1. The bidder should have their own agency facility. Proof to be uploaded with the Tech Bid.
2. The bidder should have an average annual minimum turnover of **Rs. 50 Lakh** for last 05 financial years (i.e. atleast Rs. 2.5 crores during last 05 FYs.). Proof of certificate for turnover is required to be uploaded with the tender (CA attested copy of the balance sheet with profit & loss statement of last 05 FYs.)
3. The applying firm must be registered with the Sales Tax / Value Added Tax and the supporting proof for the same is to be uploaded.
4. Tenderer should upload for last 05 FYs income tax return copies ending on 31st Mar 2017.
5. The bidder must have minimum 05 years' experience in present business, proof of 05 years' experience and in businesses should be uploaded with technical bid. Bidders should provide brief profile of their work experience for the last five years along with the relevant samples of the similar work done earlier.
6. Must have minimum 05 years' experience in the field of supplying **Prosthetics & Orthotics (P&O) Materials** to any government agency / PSU/ autonomous bodies. Proof of experience in form of supply orders / delivery challans / contract awarding letter may be uploaded.
7. The materials should be delivered at NIEPMD, Chennai
8. **The total cost quoted should be exclusive of taxes. Applicable taxes to be mentioned separately. Tax applicable at the time of invoice will be paid.**
9. NIEPMD reserves the right to accept / reject / select more than one Agency. And to annul the bidding process of any or all bids at any time prior to award of contract without thereby incurring any liability to the affected bidders.
10. The tender will be appraised by committee formed by NIEPMD.
11. The Financial bids of suppliers who are not qualified technically will not be opened.
12. The payment will be made within thirty working days after the satisfactory receipt of materials at NIEPMD.
13. **The successful bidder will be required to execute a performance security of ten percent of the value of the contract in form of fixed Deposit with bank with lien made until the contract is over or one year, whichever is later.**
14. In case of not depositing or showing inefficiency to deposit the performance security after successfully qualifying, the quotation will be treated as cancelled.
15. Pre-bid meeting

We agree to all terms and conditions as mentioned above including the validity of the offer.

Utmost confidentiality of the data provided shall be maintained.

Name, Designation & Signature of the bidder with the seal

CHECK LIST

The Technical Bid shall be summarily rejected, if these documents are not uploaded. Documents must be attached in following serial order only.

Sl. No.	Particulars	Yes / No
01.	Tender Fee `1000/- (Rupees One thousand only) in favour of Director, NIEPMD, Chennai as cost of Tender (Non-Refundable) . (Scan copy of receipt to be uploaded with technical bid)	
02	EMD Amount of `25,000/- (receipts of online payment be uploaded with technical bid)	
03	Proof of average annual turnover of last 05 financial years `50 Lac (I.e. 2.5 Crores in 05 FYs) (CA certified copies and profit and loss statement with balance sheet to be uploaded with technical bid)	
04.	Copy of appropriate PAN Card (be uploaded with technical bid)	
05.	Copy of Registration with Service Tax/ Sales Tax/ VAT Department. (be uploaded with technical bid)	
06.	Technical Specification of materials quoted in respect to our tender document.	
07.	Undertaking to supply on credit of 30 days after clear receipt of materials (be uploaded with technical bid)	
08.	Proof of having own agency facility. (Proof to be uploaded)	
09.	Copies of supply orders / challans / contract award letter for authentic agencies as proof of in same business.	
10	Self-certification that firm is not blacklisted.	
11	Undertaking regarding rates will be firm during contract period. (Self-Certificate on company letter head to be uploaded)	
12	Copy of Income Tax Return of the firm/company/agency (Individual in case sole proprietary firm) for last 05 financial years.	

13	Copy of NIT duly signed and stamped by the bidder on all pages Must be uploaded.	
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(Department of Empowerment of Persons with Disabilities,
Ministry of Social Justice & Empowerment, Govt. of India)

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www.niepmd.tn.nic.in Email:niepmd@mail.com

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FINANCIAL BID

(To be enclosed in separate sealed cover)

- (a) Attached BOQ in excel format should be downloaded and filled up. No commercial quote should be mentioned in technical bid.
- (b) Rate should be quoted for all the items mentioned in BOQ. In case of not quoted for all items will cause for financial rejection.

Signature and seal of the bidder