

**GOVERNMENT OF MEGHALAYA
OFFICE OF THE DIRECTOR OF HEALTH SERVICES
MEDICAL EDUCATION & RESEARCH (DME), MEGHALAYA,
PASTEUR HILLS, SHILLONG.**

Email ID: dmeshillong@gmail.com

Tel No.: 0364-2591510/94851-06663

No. DHSME&R/Estt/DTL/Tender/35/2025/1131

Dtd. Shillong, the 10th March, 2026

**TENDER NOTICE
(Short Notice Tender)**

Document Description	Supply and Installation of Gas Chromatography Mass Spectroscopy (GCMS) at Drug Testing Laboratory, Directorate of Health Services Medical Education & Research (DME).
NIT No. and Date of Publishing	No. DHSME&R/Estt/DTL/Tender/35/2025/1131 dated 10 th March 2026
Last Date for Sale of Bid Document	16 th March 2026
Last date & Time for submission of bid document	20 th March 2026 2:00 PM
Address for submission of Techno-Commercial Bid (Physical submission only)	Directorate of Health Services Medical Education & Research (DME), Health Complex, Laitumkhrah, DHS (MI), MMSRB Top Floor.
Technical and Financial Bid Opening	23 rd March 2026
Bid Security/Earnest Money Deposit	2,00,000/-
Tender Processing Fee (Non-refundable applicable for the Bidder)	10,000/-
Letter of Acceptance (LOA)	24 th March 2026
Joint Venture/Consortium	Not Allowed

Sd/-

Director of Health Services
Medical Education & Research (DME),
Meghalaya, Pasteur Hills, Shillong.

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Tel No.:0364-2591510/94851-06663

No. DHSME&R/Estt/DTL/Tender/34/2025/1130

Dtd. Shillong, the 10th March, 2026

INVITATION FOR BID

Directorate of Health Services Medical Education & Research (DME) invites Bid Tender from experience and capable firm for procurement, supply and installation of **Gas Chromatography Mass Spectroscopy (GCMS) at Drug Testing Laboratory, Directorate of Health Services Medical Education & Research (DME)** as per terms and conditions from reputed Bidders. A complete set of bidding documents may be purchased by any interested eligible bidder on payment of the cost of tender documents (non-refundable) of the Rs 10,000/- in the form of Demand Draft/AC payee cheque, in favour of the “**Director of Health Services, Medical, Education and Research (DME). Shillong**” from the Office of **Director of Health Services, Medical, Education and Research (DME). Shillong** on the above-mentioned dates from 10:00 am to 5:00 pm

A. ELIGIBILITY CRITERIA :

- i. Bidder shall be either a original manufacturer of Laboratory Equipment/Items or authorized dealer/distributor of a manufacturer. The Bidder shall clarify/state whether he/they are manufacturer, accredited agent or sole supplier indicating principal's name & address.
- ii. The Bidder should have an experience of supplying to the Government or private entity of the same product for a minimum of 2 (two) financial years before Bidding. Documents in support of supply should be submitted.
- iii. The Bidder should not be blacklisted by any Government Department in the preceding 5 years.
- iv. Bidder firm should have existed for atleast 5 years and they should enclose a company Registration Certificates.

B. Documents to be submitted:

- i. Copies of bidder's legal status, registration of Company/firm etc. and principal business location.
- ii. GST Registration with up-to-date clearance certificate.
- iii. PAN details
- iv. Bank solvency certificate of liquidity of minimum of ₹ 1.00 crore.
- v. EMD of ₹ 2,00,000/- (Rupees two lakh) only.
- vi. A notarized Affidavit on Non-Judicial Paper declaring that the firm is not blacklisted/ineligible by any Government whether Central or State Government as per Form D should be submitted.

C. GENERAL CONDITIONS:

- i. A complete set of bidding documents may be purchased by any interested eligible bidder on payment of the cost of tender documents (non-refundable) of Rs 500/- in the form of AC payee cheque or Demand Draft in favor of the “**Director of Health Services, Medical, Education and Research (DME). Shillong**”. The Bidding document may be obtained during office hours on all working days. Tender document without Money Receipt for the cost of the Tender Document will not be accepted.
- ii. The bidders will have to submit their tenders in the tender box kept for the purpose in the office of the **Director of Health Services, Medical, Education and Research (DME). Shillong**, and the bid will be opened as notified in the presence of the intending bidders. No tender will be accepted beyond the time schedule as mentioned in the tender document.

- iii. All bids must be accompanied by an Earnest Money Deposit of Rs. 2,00,000/- (Rupees lakh) Only in the form of Call/Fixed Deposit/Demand Draft in favor of **“Pasteur Institute Management Society”**, payable at Shillong (State Bank of India, bearing Account Number 40256279356 and IFSC Code SBIN0000181) and must be furnish with the bid.
- iv. The bid and all correspondence and documents shall be in the English language.
- v. The tender document in not transferable.
- vi. The tender document shall be signed by the bidder in all the pages with official seal as a token of having understood and accepted all terms and conditions as mentioned in the tender document.
- vii. The minimum technical specifications of the equipment to be procured are provided in Annexure A. Items supplied must comply to the specifications. Technical Compliance statement must be submitted by the bidder at the time of bid submission.
- viii. The Price Bid of only items which have been found to be technically suitable (after inspection and selection of samples by the technical evaluation committee) will be considered for price comparison and rate evaluation.
- ix. The firm must have an average annual turnover of Rs. 1 crore of last year.
- x. The decision of the Committee on technical suitability and quality shall not be opened for discussion. Every bidder must go through the terms and conditions of bid carefully and understand them before submitting the Bid. No excuse that the conditions have not been read or understood will be entertained later.
- xi. No Bidder shall be allowed at any time and on any ground whatsoever, any claim for revision or modification of the rate quoted by them during the contract period.
- xii. The selected Bidder shall be required to submit a Trading License from the KHADC in case of Non-Tribal bidders.
- xiii. The Successful Bidder may not sublet or substitute the approved brands or manufacturer with goods manufactured by other companies or manufacturers. Any action on part of the successful bidder to substitute the items without the prior approval of the concerned authority will invite breach of contract and forfeiture of Security Deposit and be liable for any action taken up against the bidder as may be deemed appropriate by the concerned authority.

D. SERVICE AND WARRANTY MAINTENANCE

- i. Warranty Maintenance: The equipment supplied shall be covered under comprehensive warranty for a minimum of 1 (one) year and any maintenance or repair arising during this period including replacement of parts if any, shall be carried out by the supplier at his own cost without any cost liability on the client user. Due consideration will be given to those bidders who provide the duration of warranty period.
- ii. Annual Maintenance Contract (AMC) for atleast 2 (two) years post warranty may be provided upon completion of the warranty period.
- iii. Response Time for Breakdown calls: Maintenance personnel shall attend to the breakdown within 72 hours of reporting the fault. Certificates / Service Reports to this effect to be submitted accordingly.
- iv. Preventive Maintenance: During the Warranty period and AMC, in addition to attending break down calls, there shall be regular quarterly preventive maintenance visits.

E. TECHNO -COMMERCIAL BID COVER A

- 1) All bids must be accompanied by an Earnest Money Deposit of Rs. 2,00,000/- (Rupees two lakh) only in the form of Call/Fixed Deposit/Demand Draft in favor of “Director of Health Services Medical Education & Research (DME)”. EMD submitted in any other form or bid without EMD shall not be accepted.

- 2) The EMD shall be retained till finalization of the tender but shall not carry any interest. The EMD of successful bidder will be retained as security deposit. If the successful bidder fails to execute the agreement/supply order & withdraws his agreement/supply order within the validity period of the bid, the EMD shall be forfeited. The EMD of the unsuccessful bidders will be returned within 45 days after the finalization of the tender.
- 3) Money Receipt for the cost of the Tender documents to be submitted along with the Tender.
- 4) Authorization from the manufacturer/distributor for the items quoted or as applicable if bidder is an authorized agent of manufacturer.
- 5) Current & GST Certificate and up to date GST clearance Certificate
- 6) Bidder contact details along with the name of Proprietor/ Director, address, telephone and fax numbers, e-mail id, bankers and bank account to be furnished (Solvency Certificate)
- 7) The firm must give an affidavit on a non-judicial stamp paper of Rs 10/- attested by the Notary Public (in original) that there is no vigilance/ CBI case and arbitration cases with the Government of Meghalaya pending against the firm/ supplier. (Annexure D).
- 8) Each page of the bid document shall be duly signed by the bidder with official seal as an acceptance of all the terms and conditions as laid down in the document.
- 9) Technical Compliance Statement to be submitted as per Technical Specifications (Annexure A). Deviations if any to be mentioned clearly. However Purchaser reserves the right to accept or reject such deviations.
- 10) Supply Order copies of the Institution supplied by the Bidder(Users list of quoted equipment)
- 11) Tenderers and Manufacturer should give an undertaking stating that “The equipment being offered is the latest model as per the specifications and the spares for the equipment will be available for a period of at least 5 years after the warranty period.
- 12) Check list to be filled up and signed Annexure E.

All the important documents mentioned above along with duly filled in Undertaking of Agreed Terms and Conditions, shall be submitted in separate sealed cover super scribed as:

COVER A - TECHNICAL BID: BID DOCUMENT FOR URGENT SUPPLY & INSTALLATION OF Gas Chromatography Mass Spectroscopy (GCMS) FOR Director of Health Services, Medical, Education and Research (DME). Shillong

F. PRICE/FINANCE BID – COVER B”

- i. Bid shall be type – written and correction, if any, in the bid shall invariably be attested with full signature by the bidder with date failing which the bid shall be considered ineligible for evaluation. No correction is allowed in price bid format.
- ii. The rate quoted per unit shall be the landed cost at destination, inclusive of packing, forwarding, Custom duty, Excise Duty, GST, Freight, Insurance etc. All applicable taxes shall be indicated in the Tender.
- iii. The GST rate will be applicable as per existing rate and TDS will be deducted at source at the time of making payment to the supplier. Rates of items quoted shall be furnished as per format indicated in Annexure B. The list shall specifically indicate the manufacturer. Failing which the tender application shall be rejected. Format of the financial bid should be strictly adhered.
- iv. Each page of the price bid shall be duly signed by the bidder with official seal.

The bidder shall submit the price quotations in a separate sealed cover super scribed as: COVER B PRICE BID: BID DOCUMENT FOR URGENT SUPPLY & INSTALLATION OF Gas Chromatography Mass Spectroscopy (GCMS) FOR Director of Health Services, Medical, Education and Research (DME). Shillong

#NB: The Cover 'A' and Cover 'B' shall be separately sealed and both these covers shall be put in another sealed cover super scribed as:

BID DOCUMENT FOR URGENT SUPPLY & INSTALLATION OF Gas Chromatography Mass Spectroscopy (GCMS) FOR Director of Health Services, Medical, Education and Research (DME). Shillong.

G. OPENING OF BIDS

- 1) Bid shall be opened at the office of Conference Room of **Director of Health Services, Medical, Education and Research (DME). Shillong** on the date and time specified in presence of the intending bidders or their authorized representatives.
- 2) The bidders/representatives who are present in the opening shall sign evidencing their attendance.
- 3) Price quotations of only those bidders who have submitted all required and up-to date documents shall be considered. Bids which do not meet the basic requirement as prescribed in the bid document are liable to be treated as non-responsive and will be summarily ignored.
- 4) Bids should furnished in Two bids as follows—
 - a. Technical Bid General Documents Bid
 - i. All necessary certificates such as GST/Authorization/ ISO Etc.
 - ii. All Necessary details of products as per **Annexure A**
 - b. Financial Bid
 - i. All necessary details as per **Annexure B**

H. BID EVALUATION

Technical Evaluation: – The department will evaluate whether the bidder complies with all the eligibility criteria and complies to the technical specification and furnish all the required documents. If the bidder complies with the condition laid out under clause A & B, they would be considered for participation in the financial bid.

Financial Bid: – Financial Bids of those bidders who have qualified in the technical bid shall be opened.

I. CHANGES/REVISION IN RATES

No bidder will be allowed at any time on any found whatsoever, to claim revision or modification in the rates quoted by him. The representation of the bidder that computation/typographical or clerical error etc. has been committed in the bid and request for revision on such plea shall not be entertained after opening of the bid.

J. RIGHT TO REJECT TENDER

- i. The office of the **Director of Health Services, Medical, Education and Research (DME), Shillong** reserves the right to accept/ reject the given Instrument if fail to comply. Every bidder must go through the terms and conditions of bid carefully and understand them before submitting the Bid. No excuse that the conditions have not been read or understood will be entertained later.
- ii. The office of the **Director of Health Services, Medical, Education and Research (DME). Shillong** will be at liberty to terminate, without assigning any reason, the contract either wholly or in part. The bidder will not be entitled to any compensation whatsoever in respect of such termination.
- iii. Any attempt on the part of the Bidders or their agents to influence the department in their favor by personal canvassing with the officers concerned will disqualify the bid.

- iv. The **Director of Health Services, Medical, Education and Research (DME), Shillong** is not bound to accept the lowest quoted rates and reserves the right to reject any tender or part thereof without assigning any reason and without any liability or liquidated damages.

K. STATUTORY TAXES/ DUTIES

In case of any enhancement of GST due to Statutory Act of the Government, after date of submission of the bids and during the contractual delivery period, additional or fresh levies so imposed will be allowed to be claimed as extra without any change in the price structure approved under the bid. For this purpose, the supplier shall produce a certificate from the authority concerned certifying that the item supplied falls under particular tariff resulting in additional / fresh levies for the supplied item. However, the same shall not be borne by the purchaser in case such levies become applicable after expiry of the contractual delivery period stipulated in the contract. However this will be restricted to claims of GST only and not claims of enhancements of other duties/cess/levies etc.

Further, in case a successful bidder has been enjoying Excise Duty exemption on any criteria and at a later date, during currency of the contract, even if excise Duty become chargeable on goods manufactured, the same shall be to the supplier's account and shall not be borne by the purchaser.

L. AWARD/SIGNING/PAYMENT/TERMINATION OF CONTRACT

- i. **Award of Contract:-** The contract will be awarded to the successful bidder as per the terms and conditions of the tender.
- ii. **Signing of Contract:-** The successful bidder shall sign the contract agreement within 7 (seven) days of receiving the Letter of Award (LOA) failing which the contract may be cancelled and the next higher bidder may be considered.
- iii. **Payment:-** Payment shall be made 80% upon delivery and acceptance of equipment and 20% after successful installation and commissioning.
- iv. **Termination of Contract:-** The contract may be terminated if the supplier fails to meet delivery deadlines, breaches terms, technical specification criteria or is found guilty of misconduct.
- v. Failure to execute an agreement within the contract period on the part of the successful bidder or withdrawal of his bid after the intimation of acceptance of bid has been sent to him or failure to comply with the contract owing to any other reason will entail cancellation of his contract. Also the Earnest Money Deposit paid by him along with his bid will be forfeited and the bidder will also be liable for all damages sustained by the **Director of Health Services, Medical, Education and Research (DME), Shillong**, by reason of such breach.

M. ANNULMENT OF AWARD, FORFEITURE OF SECURITY DEPOSIT & FRESH AWARD

- i. Failure of the successful bidder to comply with the requirements of the tender document or failure to supply the items within the time schedule shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security.
- ii. Under such a situation, the proposal may be reviewed for award of the order on the next lowest evaluated technically qualifies bidder or go for a fresh bid depending on the circumstance. In case it is decided to go for the next lowest bidder, negotiation may be considered to bring down their price nearer to the originally evaluated & lowest bidder.

N. DELIVERY, Installation and Training.

- i. The supply and installation of items shall be completed within 30 days from the receipt of the Supply Order and the same shall be duly receipted. The successful Bidder shall provide the lead time to delivery, installation and made functional at the designated site Drug Testing Laboratory, Pasteur

Institute, Shillong from the date of receipt of purchase order. The supply of item will be considered or effected only on satisfactory installation and inspection of all items and features tested by the Director of Health Services Medical Education & Research (DME). After successful installation and inspection, the date of taking over the entire system by the Director shall be taken as the start of Warranty Period.

ii. Damaged, Breakage items etc, will not be accepted under any circumstances.

M. LOCAL CONDITIONS

It will be imperative on each bidder to fully acquaint himself of all local conditions and factors that would have any effect on performance of the contract. The purchaser shall not entertain any request for clarifications from the bidder regarding such local conditions nor shall accept any offer or conditional to the local factors. No request for any change of price extension of time schedule of delivery of goods shall be entertained after purchaser accepts the bid.

O. WAIVER/ ALTERATION

Bidders request for waiver, alteration etc. in respect of bid document fee. EMD, performance security etc. shall not be entertained and hence no formal reply shall be given for such requests.

P. LAWS GOVERNING THE CONTRACT & JURISDICTION

The contract shall be governed by the laws in force in India. In the event of any dispute arising out of the tender such dispute would be subject to the jurisdiction of the Arbitrator to be mutually decided in accordance with the Arbitration & Conciliation Act, 1996 within the city of Shillong only.

The office of the **Director of Health Services, Medical, Education and Research (DME), Shillong** or authorized representative shall be the final authority in all disputes and decision will be binding on all concerned.

ANNEXURE A:

TECHNICAL SPECIFICATIONS

Sl.	PARAMETERS	SPECIFICATIONS
1	Description	Should allow easy exchange of injectors and detectors as per the configuration requirement without any service engineer requirement.
2	Column oven	Gas Chromatograph: Should have an operating range of few degrees above ambient to 450°; Maximum Heating Rate: 120 °C/min or better in the standard oven for the entire temperature range.
3	Injector	Injector: Qty-1 One SSL complete injector: with easy to exchange between injector/detector feature Maximum temperature 400 DEG C. Split Ratio 9000: 1 or better Pressure range: 0–1000 kPa (0–150 psi) or better.
4	Flame Ionization Detector (FID) :	<ul style="list-style-type: none">• MDL: Equal or less than <1.2 pg C/s; or better• Linear Dynamic Range: >107 or better.• Sensitivity: 0.03 Coulombs/gC or better• Data Acquisition rate 600 Hz or better• Integrated Electronic Control/Electronic Pressure Control.
5	Pressure /Flow controller	Integrated Electronic Control/Electronic Pressure Control: Gas Specification: Up to 17- or more channels of integrated electronic gas control; Split Ratio: Up to 9000:1 or better
6	Performance specification	Typical retention time repeatability: <0.0008 min or better Typical peak area repeatability: <0.3 % RSD or better
7	Ramps/Plateaus	Equal or higher than 28
8	Liquid Sampler	<ul style="list-style-type: none">• 120 position or better vial carousel sampler• Faster injection <100ms• Illuminated syringe compartment for easy syringe viewing and replacement• Maximum injection volume: 80 µL (with 100 µL syringe)• Area repeatability <0.3% RSD or better• Carryover <0.001% or better• Linearity <4% RSD or better on response factor between 10% and 50% volume

9	Head Space Auto Sampler :	<ul style="list-style-type: none"> • Headspace Auto sampler for volatile analysis with innovative pneumatic design and direct GC connection to provide high sample integrity and robust workflow for superior performance and highly reliable operations • Analytical Performance • Typical area repeatability <0.8% RSD or better • 12-vial capacity upgradable to 220 vials or more with vial loader and 3 removable 40-vial racks, further extendable in future if needed. • 12 Vial Incubation oven with Racks are exchangeable during sequence for endless operation • Vial size to use 10 mL, 20 mL and 22 mL headspace vials with: • Magnetic crimp or screw caps; flat or rounded bottom without any need of Vial adapter
10	Software	<p>With Interface Card and Connecting Cables Features:</p> <ul style="list-style-type: none"> • 32-bit, multi-channel and multi-user software for acquisition and processing of chromatographic data
11	Columns	<ul style="list-style-type: none"> • Suitable Capillary column for the analysis The instrument must be capable to measure Drugs, Toxicological, Forensic analysis.
12	Pre Requisites	<ul style="list-style-type: none"> • Liners, Seal, ferrules, septum, tool kit to be offered. • 10uL,5uL Suitable syringe. Qty 1 each • Detector Linear and Calibration mix to be offered • Auto Sampler (Liquid/) vial 100 no's Qty
13	MS System	<ul style="list-style-type: none"> • Mass Spectrometer with original licensed windows-based software and NIST 2020 Latest Data. • Should have upgradable provision for direct injection of samples solid samples without using any chromatographic system/Injector modes.
14	Mass Spectrometer	<ul style="list-style-type: none"> • MS system should be offered with air-cooled single vacuum output turbo molecular pump, EI ion source and with the following specifications:
15	Ion Source:	<ul style="list-style-type: none"> • should be Free from any form of complex wiring/connection, easy to clean, easy to maintain off-axis ion source, with suitable facility to carry out helium ion burn in source before the main analytical quadrupole.

16	Mass Spectrometer	<ul style="list-style-type: none"> • Should have dual filaments in the same geometry [no need of recalibration if the ionization fails] in all ionization modes. Source with Programmable heating at 350 °C or better • It should have accurate regulation of emission current up to 350 μA or more with improved regulation at low current. • It should have Integrated, dual filament assembly mounted with the same geometry with improved filament lifetime and effective regulation of emission current across the available emission current range. • The user definable electron energy should be adjustable from 0-150 eV or more • It should have constant calibration gas pressure for optimum system tuning. • The GC transfer line temperature should be programmable up to 400 °C or more. • The system should have suitable technology to prevent neutrals to gain entry into the main analytical quadrupole without any Helium Burn/bake out process. • The system should have the upgradation facility for changing the source cleaning without venting the vacuum of MS • EI source with maximum temperature of 350 degree C or better • Electron energy up to 150 ev.or better • Emission current range - Up to 350 μA or better • EI sensitivity: 2000:1 or better (Guaranteed & to be demonstrated during installation. The supporting specification to be available in Company WEBSITE) • Scan speed: 20000 u/s or better • The Main quadrupole rods should be non-coated, homogeneous, solid metal rod and cleanable • It should utilize new generation discrete dynode electron multiplier integrated with linear-log electrometer with maximum linear output • Electronic dynamic range > 10⁸ or better • Mass Stability: 0.1 u/48 hours or better • Transfer line temperature 400 DEG C or better • Mass Range: 2 –1000 u or more • Resolution: Unit mass resolution maintained over the entire mass range • Scan Rate: Fast quadrupole scanning up to 20,000 u/s or better. • EI SIM Instrument detection limit should be 2fg or less. • Detector :10KV conversion dynode detector with Overdrive lens • Evacuation System Control: Fully automatic “Auto Startup” and “Auto Shutdown” automatically should execute Turning - on and - off of Turbo pumps, fore line pump, and leak valves. • EI source should be inert to active compounds • Should have provision for Selected Ion Monitoring Scan while simultaneously acquiring data in the Full Scan Mode.
17	Instrument Control	<ul style="list-style-type: none"> • It should have scan modes like full scan, SIM, and alternating full scan/SIM. • It should have ability to alternate between full scan MS and SIM target analysis on successive scans. • In full scan/SIM mode, the data should be acquired into a single file with the ability to be parsed into separate views by the data system. • Auto SIM and timed acquisition (t-SIM) scan modes.

18	Instrument Guaranteed	<ul style="list-style-type: none"> • Detection limit: 2fg or less
19	Library:	<ul style="list-style-type: none"> • Latest NIST-2020 library with license
20	Computer	<ul style="list-style-type: none"> • Suitable High-End factory fitted Compatible Computer workstation should come along with the MS
21	Columns	<ul style="list-style-type: none"> • Capillary columns: DB-5 MS or any equivalent column 30m X 0.25mm X 0.25 micro meter: 1 Nos
22	Delivery	<ul style="list-style-type: none"> • Offered final/complete cost to door delivery basis up drug lab Shillong • Installation, demo of Instrument and all related expenses to supply instrument up to the Lab. has to be borne by the supplier.
23	WARRANTY	<ul style="list-style-type: none"> • One year warranty (comprehensive) should be provided from the date of installation of the system. • AMC additional post warranty for two years
24	Printer	<ul style="list-style-type: none"> • Laser Jet Printer
25	UPS	<ul style="list-style-type: none"> • Suitable 10KVa UPS having isolation class of Transformer with 30 minutes Back up with 1years warranty.
26	Gas Cylinder	<ul style="list-style-type: none"> • Suitable Laser Jet Printer –Qty 1 • Gas Cylinder with double stage regulator for Helium gasQty-1 • Gas Cylinder with double stage regulator for Nitrogen gas Qty-1 • Gas Cylinder with double stage regulator for Hydrogen gas Qty-1 • Gas Cylinder with double stage regulator for Zero gas Qty-1 • Gas purification Panel for all the gases with Oxytrap and moisture traps.
27	Storage	Construction of Cylinder storage area.
28	Additional	<ul style="list-style-type: none"> • Supplier should arrange application training by their personnel for minimum three working days after the installation of the system. Users lists of similar equipment supplied in India should be provided (Enclose full list of the users in India). Vendor should have at least five users available in last 5 years in the eastern zone of India. A detailed technical compliance is required with supporting data where possible to show compliance. • All specifications offered Needs to be supported with original literature as well as the same literature needs to be available on the official website of the manufacturing company. • The offer to be made in details with all technical specification, item details with part no's. • Sufficient minimum Ten installation in the Government Laboratory in the Eastern region with similar configuration/model/systems. • All supporting technical literatures complying the technical specification need to be attached along with the order. • Extensive Training to be provided at installation site with a qualified application specialist.

ANNEXURE B:

Financial Bid

<i>As per Annexure A</i>					
<i>Sl No.</i>	<i>Name of Equipment</i>	<i>Name of Company</i>	<i>Unit Rate</i>	<i>GST</i>	<i>Total</i>
1					
2					
3					
4					

1. Rate quoted shall be inclusive of GST.
2. Total amount should be indicated, in words and in figures.

Seal and Signature of Bidder

ANNEXURE C:

UNDERTAKING

To,

Director of Health Services,
Medical Education and Research (DME),
Shillong, Meghalaya.

Madam,

I, _____ on behalf of M/s _____ having registered office at _____ do hereby declare that I have gone through the terms and conditions mentioned for the above and undertake to comply with all bid terms and conditions.

The rates quoted by me/us are valid and binding on me/us for acceptance for a period of 1 year from the date of opening of the bid document.

I/We undersigned hereby bind myself/ourselves to the Director of Health Services, Medical, Education and Research (DME). Shillong to undertake the project for supply of portable ultrasound machine.

The articles shall be strictly as per specification and of the best quality as per requirement of the institution. The decision of the the Director of Health Services, Medical, Education and Research (DME). Shillong (hereinafter called the said Purchaser) as regards to the quality and specifications of article shall be final and binding on me/us

The rates quoted by me/us for the items bided for are specified against each. It is certified that rates quoted are not higher then MRP / prevailing market rate.

We agree to the conditions of the bid which the EARNEST MONEY SECURITY DEPOSITS/SECURITY DEPOSIT shall be forfeited by us.

We hereby undertake to pay the penalty as per the terms and conditions of the tender document for delayed supply of the ordered items.

We agree to accept the amount of the bill to be paid by the purchaser with deduction if any, after completion of all formalities and should any amount of the bill found by the purchaser/ auditors to have been over-paid; the amount so found shall be refunded by me/us.

We hereby undertake to supply the items during the validity of the bid as per direction given in supply order within the stipulated period.

The Director of Health Services, Medical, Education and Research (DME). Shillong, Shillong has the right to accept or reject any or all the bid without assigning any reason.

We hereby declare that there is no vigilance/CBI or court case pending/ against us at the moment.

We confirm that we do not stand deregistered/banned/blacklisted by any Govt. Authorities.

We understand all the terms and conditions of the contract and bind myself/ourselves to abide by them.

Name and address of the Bidder

Dated _____

ANNEXURE D

DECLARATION FOR NON-BLACKLISTING

To,

Director of Health Services,
Medical Education and Research (DME),
Shillong, Meghalaya.

Bid No: _____ dated. _____ .

We hereby declare that we M/S _____ have not been black listed in the past by any Institution, Government or Private and no vigilance/CBI case or arbitration cases with the Government of Meghalaya pending against the firm/Supplier.

Name and address of Bidder

Dated _____ .

ANNEXURE-E

CHECKLIST

Name and address of the Tenderer:

Sl.No	Particulars	Yes/No/NA
1	Have you enclosed EMD of required amount?	
2	Have you enclosed Tender purchase amount?	
3	Have you enclosed money receipt?	
4	Have you enclosed Authorization certificate from manufacturer head office if bidder is not the manufacturer?	
5	Have you enclosed ISO/CE/US FDA certificates of quoted items?	
6	Have you submitted catalogue/brochures etc?	
7	Have you submitted Bidder Supply Order copies of institutions supplied?	
8	Have you submitted GST registration Certificate?	
9	Have you submitted undertaking as per Annexure C ?	
10	Have you submitted bidders contact details?	
11	Have you submitted copy of PAN Card?	
12	Have you enclosed Schedule Tribe Certificate?	
13	Have you sign all pages of Bid Document?	
14	Have you submitted price list of items quoted as per format in Annexure B?	
15	Have you submitted Solvency certificate?	
16	Have you filled in check list "Annexure E"?	
17	Have you submitted affidavit on a non-judicial stamp paper attested by the Notary Public that there is no vigilance/CBI/arbitration case as per "Annexure B"	

Bidder/ Manufacturer must go through the bid document properly and submit all relevant documents. Failure to submit any documents as required shall result in rejection of the bid.

(Signature with date)

(Full name, designation & address of the person
Duly authorized to sign on behalf of the bidder)