



क्षेत्रीय आयुर्वेदीय औषधि विकास अनुसंधान संस्थान

केन्द्रीय आयुर्वेदीय विज्ञान अनुसंधान परिषद,
आयुष मंत्रालय, भारत सरकार
आमखो, ग्वालियर-474009 (म.प्र.)



REGIONAL AYURVEDA RESEARCH INSTITUTE FOR DRUG DEVELOPMENT

Under Central Council for Research in Ayurvedic Sciences
Ministry of AYUSH, Govt. of India
Aamkho, Gwalior-474009 (M.P.).

F. No.: 2-10/2019-20/RARIDD-GWL/Admn/977

Date: 08th August 2019

Advertisement No. 34/2019-20

TENDER NOTICE

Outsourcing of Clinical Laboratory and Other Investigations

Tenders in sealed cover are invited under **two-bid** system from reputed, experienced, registered agencies for outsourcing of **Clinical Laboratory and Other Investigations** under IMR Projects at Regional Ayurveda Research Institute for Drug Development (RARIDD), Gwalior. The tender document containing eligibility criteria, scope of work, terms & conditions and draft agreement can be purchased from RARIDD, Gwalior on any working day from **09-08-2019** to **30-08-2019** between 10.00 AM to 03.00 PM on payment of non refundable charges of Rs. 300/- (Rupees Three Hundred only) or can be downloaded from www.eprocure.gov.in and www.ccras.nic.in. The interested agencies/firms are required to submit the bids at the office of **The Assistant Director, RARIDD, Aamkho, Gwalior – 474 009**, by or before **01.00 PM** on **31-08-2019**. The bid received after due date and time will not be entertained whatsoever may be the reason. The technical bids shall be opened on the same day i.e **31-08-2019 at 3.00 PM** at RARIDD, Gwalior. The date of opening of financial bid of technically qualified agencies will be announced later. The Tender Documents are non- transferable. Any future clarification and/or corrigendum(s) shall be communicated through the Assistant Director I/c on the CCRAS website: www.ccras.nic.in and www.eprocure.gov.in.

**Assistant Director (S-4) I/c
RARIDD, Gwalior**

APPLICATION LETTER (Specimen)

(To be attached with Technical Bid as a Cover Letter)

To,

**The Assistant Director I/c
Regional Ayurveda Research Institute for Drug Development
Aamkho, Gwalior – 474009 (M.P.)**

Sub: Tender for outsourcing of clinical laboratory and other investigations under IMR projects at RARIDD, Gwalior

Dear Sir,

In response to your tender notice for the above-mentioned work, I/WE, a Company/ Partnership/Sole Proprietor submit the tender as per the terms and conditions mentioned in the Tender Document. Having acquired the requisite information related to the subject work after examining the form of contract, nature, quantum of work as effecting the tender invited by on behalf of the Regional Ayurveda Research Institute for Drug Development, Aamkho, Gwalior, I/We, the undersigned hereby offer for providing the rates as indicated in the Tender Document to carry out clinical laboratory and other investigations as per the methods/procedures specified and provide the investigation report strictly in accordance with the terms and conditions as indicated by you in Tender document. We also agree to submit the bill/invoice on monthly basis and accept the payment as specified in the Tender document.

I/We further pay and have enclosed Earnest Money amounting to **Rs. 25,000/-** (Rs. Twenty Five thousand only) in the form of DD drawn in favour of **RARIDD** payable at Gwalior along with the Technical Bid which will remain with RARIDD up to final award of contract.

Thanking you.

Yours faithfully

(Name)

Signature of Proprietor/Pathologist
or Authorized Signatory on behalf of firm

TENDER DOCUMENT

Outsourcing of Clinical Laboratory and other Investigations

CONTENTS, ELIGIBILITY CRITERIA AND SCOPE

1. The tender document containing eligibility criteria, scope of work, terms & conditions and draft agreement can be purchased from RARIDD, Gwalior on any working day from **09-08-2019** to **30-08-2019** between 10.00 AM to 03.00 PM on payment of non refundable charges of Rs. 300/- (Rupees Three Hundred only) or can be downloaded from our Head Quarter website www.ccras.nic.in. and www.eprocure.gov.in. Those who download the tender document from Website should enclose a Demand Draft/Pay Order for Rs. 300/- (Rs. Three hundred only) in favour of “**RARIDD**”, payable at Gwalior, not later the date of **30-08-2019** along with their bid in the Cover-I containing “Technical Bid”.
2. The interested firms/suppliers are required to submit the Technical and Financial Bids separately in the format enclosed. The bids in sealed Cover-I containing “**Technical Bid**” and sealed Cover-II containing “**Financial Bid**” should be placed in a third sealed cover super scribed “**Tender for outsourcing of clinical laboratory and other investigations**”. The interested agencies/firms are required to submit the bids at the office of “**The Assistant Director I/c, RARIDD, Aamkho, Gwalior – 474 009**, by or before **01.00 PM** on **31-08-2019**. The bid received after due date and time will not be entertained whatsoever may be the reason. The technical bids shall be opened on the same day i.e. **31-08-2019 at 03.00 PM** at RARIDD, Gwalior. The date of opening of financial bid of technically qualified agencies will be announced later.
3. The bidder shall have to pay Earnest Money Deposit (EMD) of **Rs. 25,000/-** (Rs. Twenty Five thousand only) as bid security in the form of DD drawn in favour of “**RARIDD**”, payable at Gwalior along with the Technical Bid and must be valid for (3) three months. The Public Sector Undertaking of the Central/State Govt is exempted from furnishing Earnest Money along with tender. The firms registered with and any approved source of Centre/States Govt. are also exempted from furnishing Earnest Money vide GFR, 2017 rule 150. Bids received without EMD shall stand rejected and thus shall not be considered for evaluation, etc. at any stage. The original EMD will be put in cover- I containing Technical bid. The bid security (EMD) without interest shall be returned to the unsuccessful bidders after finalization of contract and no request for return of EMD shall be entertained before finalisation of contract.
4. The successful bidder has to constitute a Contract Agreement on Indian non judicial stamp paper of Rs. 500/- (Rupees Five Hundred only). The EMD deposited by successful bidder will be adjusted and retained for one year as Security Deposit towards the performance of the firm during the period of contract.
5. All the duly filled/completed pages of the tender should be given serial/ page number on each page and signed by the owner of the firm or his Authorized signatory. In case the tenders are signed by the Authorized signatory, a copy of the authorization letter may be enclosed along with tender. A copy of the terms & conditions shall be signed on each page and submitted with the technical bid as token of acceptance of terms & conditions.

6. Tender with unsigned pages/incomplete/partial/part of tender if submitted will be rejected out rightly.
7. The Bidder may be a Proprietary firm, Partnership firm, Limited Company, Corporate body legally constituted, as per law with valid registration on the last date of submission of the bid.
8. The bidder should have valid certification from National Accreditation Board for Testing and Calibration Laboratories (NABL) and have to provide the list of investigations covered under the scope.
9. The bidder shall have to carry out the clinical laboratory and other investigations of the patients registered under the IMR clinical projects/trials at the time of enrolment and on the follow up days. The tentative number of patients in each trial is approximately 50. Presently, the contract will be applicable to 02 ongoing IMR projects. The contract shall be made applicable to other IMR projects which will be initiated during the course of execution of present contract without any change in the rates/conditions of contract.
9. The Tenderer/Bidder shall have at least 05 years experience in these fields and shall submit the **self attested copies** of the following documents along with **Technical Bid** as per **Annexure I**
 - I. Cash receipt of Rs. 300/-, issued by Institute towards the cost of tender form, if purchased from Institute office
OR
Bank draft of Rs. 300/- in favour of RARIDD, Gwalior payable at Gwalior towards the cost of tender form, if downloaded from websites
 - II. Terms and conditions and tender form signed by the Tenderer with seal and signature on each page
 - III. Firm Registration
 - IV. Certificate of GST number of the Tenderer firm
 - V. Copy of Pancard of the Tenderer or authorised dealer
 - VI. Copies of Income Tax return for last two financial years
 - VII. Valid NABL Certificate along with list of Investigations covered under the scope
10. In Financial Bid (**Annexure II**), the rates should be quoted for per test/parameter/procedure. The rates should be comparable to CGHS rates.
11. All entries in the tender form should be legible and filled clearly. If the space for furnishing information is insufficient, a separate sheet duly signed by the authorized signatory may be attached. No overwriting or cutting is permitted in the Technical Bid as well as in Financial Bid unless authenticated by full signature of the Bidder. The corrections made by using fluid and overwriting will not be accepted and Bid will be rejected. Any omission in filling the columns of Financial Bid form shall debar a Bid from being considered. Rates should be filled up carefully by the Tenderer.
12. The bid shall be valid and open for acceptance of the Competent Authority of RARIDD for a period of 180 days from the date of opening of the tenders and no request for any

variation in quoted rates and withdrawal of tender on any ground by successful Bidder shall be entertained.

13. The Bidder should have collection centre in the Gwalior city and should have own arrangement of collection of blood/matrix samples from RARIDD, Gwalior and their transport to laboratory.
14. The Bidder has to provide the complete test report with remarks duly signed by the pathologist. The Test report should bear the logo of NABL. The test report should be submitted within 03 days of analysis.
15. In the event of doubt or cross checking of results, the test/s needs to repeated as per the demand of the study investigator free of cost.
16. The Contract agreement shall be signed with the successful bidder as per specimen enclosed (**Annexure III**).
17. Normally, the contract will be initially for a period of one year and can be extended next year and subsequent depending on the performance of the Bidder laboratory and till the termination of project.
18. Technical bid evaluation and criterion for selection as well as rejection: The bidders should qualify as per the following criterion for consideration at the stage of technical evaluation. Only those bid(s) shall be treated as responsive bid(s) which fulfill all the criterion/parameters mentioned below.
 - (i) At least five years standing and Experience in the field.
 - (ii) Submission of EMD and all documents mentioned in the technical bid.
 - (iii) NABL certification
 - (iv) Conditional Bid, if any shall be rejected.
 - (v) In the event of non-availability of sufficient number of NABL approved laboratories, other laboratories of sufficient repute and work experience may be considered.
19. Incomplete tenders would be rejected.
20. **Selection of Bidders:** Selection of bidders would be made after taking all the factors like past performance, credentials, responsible business practices, competency to execute contract, NABL certification taking into account together. Evaluation of these parameters shall be based on the documents and information submitted by the bidder(s) without recourse to extrinsic evidence. In a normal situation, contract shall be awarded to the lowest responsive bidder. However, mere lowest rates are not the sole criterion of selection. Without affecting the sanctity of the above criterion, RARIDD has power to relax any condition of eligibility criterion qualifying the bid(s) based on the merit of each case and if the situation so warrants in the interest of work of RARIDD, Gwalior.
22. Successful Bidder will be notified by Notification of Award of Work following which the Bidder has to constitute a contract as per Annexure III. After contract, the Laboratory will have to carry out the test or parameters as per Investigation cum Worksheet.
23. Contract Agreement will come into force for execution within 15 days of issue of Notification of Award of Work.
24. **Forfeiture of EMD (Bid Security)/Performance Security (Security Deposit):** EMD shall be forfeited in the following cases: (a) Bidder's withdrawing or altering its bid during

the bid validity period, (b) withdrawal of offer during the validity period of the offer, (c) Non-acceptance of Notification of award of work or (d) Non-confirmation of acceptance of work order within the stipulated time after placement of offer, (e) Any unilateral revision made by the bidder during the validity period of the offer.

Performance Security (Security Deposit) shall be forfeited in case of non-compliance by the Contractor to execute the contract as per terms and conditions of the Agreement/Tender Document.

25. Income Tax (TDS) as per rules shall be deducted from the bills of the Contractor as per applicable laws. Any violation of instructions/agreement or suppression of facts will attract cancellation of agreement without any reference.
26. In case the RARIDD suspects or finds any work is entrusted to any sub-contractor on piecemeal basis or on regular terms, the RARIDD reserves the right to terminate the contract without assigning any reason.
27. Wherever there is a duplication of clause either in the terms and conditions or in the agreement, the clause which is beneficial to the RARIDD will be considered applicable at the time of any dispute/following any statutory rules.
28. In case of any dispute with regard to providing services and interpretation of any clause of the Agreement, Gwalior Court will have the jurisdiction to settle and decide all the disputes.
29. The Assistant Director I/c, RARIDD, Gwalior reserves the right to accept or reject any or all tenders without assigning any reason thereof.

(Signature & Stamp of the bidder)

Note- Please sign each page of document including terms & conditions & tender

TENDER DOCUMENT
Outsourcing of Clinical Laboratory and Other Investigations

TECHNICAL BID
(In separate sealed Cover-I super scribed as “Technical Bid”)

S. N.	Description	Particulars
1.	Name & Address of the Firm/Laboratory with phone number, email, and mobile	
2.	Constitution & Nature of firm (State whether sole proprietor/partnership firm/ limited company)	
3.	Year of establishment	
4.	Firm Registration (Please attach copy)	Attached/Not attached
5.	GST Registration (Please attach copy)	Attached/Not attached
6.	PAN No. (Please attach copy)	Attached/Not attached
7.	Please attach copy of Income Tax Return of last 02 years (Please attach copy)	Attached/Not attached
8.	Please attach valid NABL certificate and list of investigations covered under the scope	Attached/Not attached
9.	Any other certificate useful for contract	Attached/Not attached
6.	Address of Branch Office/Collection Centre at Gwalior with contact details	
7.	(a) Name of Bankers & Branch with address (b) Type of Account & Number (c) Name (s) of person (s) operating the account (enclose banker's certificate)	
8.	Authorization for signing the bid	Attached/Not attached
9.	Acceptance of terms & conditions (Yes/No). Please sign each page of terms & conditions as token of acceptance & submit as part of tender document with technical bid. Otherwise your tender will be rejected.	Yes/No
10.	Details of the bid security (EMD) DD No. _____ Date: _____ Payable at - _____	
11.	Detail of cost of Tender form (if downloaded from website) DD/Pay order No. _____ Date: _____ Payable at- _____	

Declaration by the Bidder:

This is to certify that I/We before signing this tender have read and fully understood all the Terms and Conditions contained herein and undertake myself/ourselves to abide by them.

(Signature of Bidder with seal)

Name:

Address:

TENDER DOCUMENT
Outsourcing of Clinical Laboratory and Other Investigations

FINANCIAL BID

(In sealed Cover-II super scribed "Financial Bid")

To,
The Assistant Director I/c
RARIDD, Gwalior

Dear Sir

Our quoted rate for outsourcing of clinical laboratory and other investigations under IMR projects are as below.

List of Investigations

S. N.	Name of the Investigation/ Parameter	Method	Rate (INR)
1.	Haemoglobin	Hematology Analyser	
2.	RBC count: % and ratio		
3.	T.L.C. : % and ratio		
4.	D.L.C. : N % and ratio E % and ratio B % and ratio L % and ratio M % and ratio		
5.	Platelet		
6.	PCV, MCV, MCH, MCHC, RDW		
7.	E.S.R. :	Westergren's method	
8.	Clotting time	Manual	
9.	Bleeding time	Manual	
10.	Prothrombin time	Coagulation analyser/Kit	
11.	APTT	Opto mechanical and Clot detection	
12.	PT or INR	Opto mechanical and Clot detection	
13.	Total Protein	Biuret method	
14.	S. Albumin	BCG	
15.	S. Globulin	Calculated value	
16.	A/G Ratio	Calculated value	
17.	ALT (IU/L)	IFCC	
18.	AST (IU/L)	IFCC	
19.	ALP (IU/L)	ALP-AMP method	
20.	Total Bilirubin	Diazo	
21.	Direct/Conjugated Bilirubin	Diazo	
22.	Unconjugated Bilirubin	Calculated value	
23.	Fasting blood Sugar	GOD/POD	
24.	PP blood Sugar	GOD/POD	
25.	HbA1c	Ion Exchange/HPLC	
26.	Cholesterol	CHOD-PAP	

27.	Triglycerides	GPO	
28.	LDL	Immuno-inhibition	
29.	HDL	Immuno-inhibition	
30.	VLDL	Calculated value	
31.	Cholesterol/HDL ratio	Calculated value	
31.	Blood Urea	Urease-GLDH	
32.	Creatinine	Modified Jaffe's	
33.	Uric acid	Uricase-POD	
34.	Iron	Ferrozine method	
35.	TIBC	Ferrozine method	
36.	Ferritin	Immuno-turbidimetric test	
37.	Thyroid profile (T3, T4 & TSH)	Chemiluminescence/ELISA/RIA	
38.	Rheumatoid Factor (RF)	Nephelometry/Turbilatex	
39.	C-Reactive protein (CRP)	Nephelometry/ Turbilatex	
40.	Anti Streptolysin-O (ASO)	Nephelometry/ Turbilatex	
41.	HIV 1 & 2	Rapid card	
42.	HbSAg	Rapid card	
43.	V.D.R.L.	Rapid card	
44.	PAP Smear test	Manual	
45.	Peripheral blood smear	Manual	
46.	Urine: Routine and Microscopy	Strip and Manual	
47.	Stool: Routine and Microscopy	Strip and Manual	
48.	Occult blood (Present/Absent)	Manual	
49.	USG for whole abdomen	-----	
50.	ECG	-----	
			Total
			GST

The rates should be quoted for per test/parameter. GST will be applicable as per rule. L1 will be decided on the basis of rates quoted. In the event of tie up, the decision will be made based on the criterion mentioned in the clause of Selection of Bidders stated under Contents and Eligibility Criterion.

Declaration by the Bidder:

1. This is to certify that I/We before signing this tender have read and fully understood all the terms and conditions contained in Tender document for outsourcing of clinical laboratory and other investigations. I/we agree to abide them.
2. No other charges would be payable by the organisation.

Place:.....

(Signature of Bidder with seal)
Name

Date:.....

Seal

Address

CONTRACT AGREEMENT FORM (DRAFT AGREEMENT)**(To be made on Rs. 500.00 Non Judicial Stamp Paper)**

This Agreement is made on _____ day of _____ 2019 between RARIDD, Aamkho, Gwalior on one part, and M/s _____ Laboratory for outsourcing of clinical laboratory and other investigations, on the other part.

WHEREAS the RARIDD is desirous to engage the Agency for outsourcing of clinical laboratory and other investigations on the terms and conditions stated below.

1. The Agency shall be solely responsible for collection of blood/urine samples/matrices from the RARIDD, their analysis and providing the test report within stipulated time as mentioned in the Tender Document.
2. Any violation of instruction/agreement or suppression of facts will attract cancellation of agreement without any reference or any notice period.
3. The contract can be terminated by giving one month notice on either side.
4. In case of non-compliance with the contract, the RARIDD reserves its right to:
 - a) Cancel/revoke the contract, and/or
 - b) Impose penalty up to 10% of the total annual value of contract.
5. The Agency shall be fully responsible for timely submission of monthly bills/invoice for payment and RARIDD will make the payments after verification of the test report by the Investigator.
6. There would be no increase in rates payable to the Agency during the contract period whatsoever may be the reason.
7. The Agency also agrees to comply with Terms and Conditions mentioned in the Tender document.
8. Decision of RARIDD, Aamkho, Gwalior in regard to interpretation of the terms and conditions and the Agreement shall be final and binding on the Agency.
9. In case of any dispute between the Agency and RARIDD, RARIDD shall have the right to decide. However for all matters of disputes jurisdiction shall be at Gwalior.
10. Forfeiture of Performance Security (Security Deposit):- Performance Security shall be forfeited in the following cases: (a) Non-confirmation of acceptance of work order within the stipulated time after placement of offer/Letter of Award, (b) Misleading/faulty test reports or failure to carry out the confirmation of results (c) Non-compliance of any terms and conditions as stated in the tender document, (d) If services are not provided up to the satisfaction of RARIDD during the currency of contract which includes the extended period of contract.

IN WITNESS WHERE OF both the parties have set and subscribed their respective hands with their seal in Gwalior in the presence of the witness:

RARIDD, AAMKHO, GWALIOR

(Asstt. Director I/c)

Witness: 1. _____

2. _____

AGENCY/LABORATORY

(Proprietor/Pathologist)

Witness: 1. _____

2. _____