

**OFFICE OF THE DIRECTOR
ALL INDIA INSTITUTE OF MEDICAL SCIENCES
ANSARI NAGAR, NEW DELHI-110029
(SCHEDULE – ‘A’)**

Sr. No. of Tender : **F.72 (Uniform)/2016-17/Café**
File No. : _____
Name of the party in whose : _____
Favor the Tender form has : _____
been issued _____

(SEAL OF THE OFFICER)

**The Director,
All India Institute of Medical Sciences,
Ansari Nagar, New Delhi-110029**

Dear Sir,

1. I/We, the undersigned, hereby submit my/our tender for supply of Professional Uniforms for staff of Cafeteria, AIIMS, New Delhi for two years on Rate Contract Basis.
2. I/We are now enclosing herewith the Bank Guarantee/ D.D. No. _____ Dated _____ for **Rs.10,000/- (Rupees ten thousand only)** drawn in favour of the “AIIMS CAFETERIA” towards EMD/BID Security which shall remain in the custody of the AIIMS till decision as to the acceptance of the tender is known. Once the tender is decided, the performance security @ 10% of the contract value will be furnished by the undersigned (approved service provider). **(Tenders not accompanied with EMD/Bid Security along with Techno-Commercial Bid (Part-I) shall be summarily rejected.)**
3. I/We have noted that over written entries shall be deleted unless duly cut, re-written, initialed, duly signed and sealed (No thumb impression should be affixed).
4. I/We certify that I/We have gone through and agree to the terms & conditions mentioned herein and undertake to comply with them for the contract period (valid for two years from the date of signing of the agreement deed plus extendable up to three months).
5. I/We, the undersigned, hereby bind myself/ourselves to provide services, as detailed in the tender documents to Director, AIIMS, New Delhi during the validity of this tender & rate-contract.
6. I/We agree that in case of failure to provide services, as detailed in the tender documents, AIIMS reserves the right to make arrangement of the same from the market/other sources at my/our risk and cost.
7. The conditions contained herein shall form part of and shall be taken as if they are included in the agreement to be entered into or treated as agreement itself at the discretion of the Director.
8. I/We shall execute an agreement on Non-judicial Stamp paper of Rs. 100/- (Rupees hundred only) in case my/our tender is accepted and an agreement will be executed by me within 10 days of the intimation of acceptance of rates for the tender failing which, 2% of cost of order/agreement (Annual cost to Institute as quoted in tender) per week, up to 2 weeks delay

for non execution of contract after award of work and after 2 weeks delay, AIIMS reserves the right to cancel the contract and withhold the agreement and my/our EMD/security deposit may be forfeited and service provider's name shall be banned from participating in tenders for further 4 years at the AIIMS, New Delhi.

9. I/We have gone through all terms & Conditions of the tender documents before submitting the same.

- a. **NOTE: ALL TERMS & CONDITIONS SUCH AS TAXES etc. HAVE BEEN INDICATED IN THE QUOTATION, THE RATES ARE INCLUSIVE OF ALL TAXES AND OTHER TERMS & CONDITIONS ALSO AS PER YOUR REQUIREMENTS.**

Yours faithfully,

Signature of bidder with full address

WITNESS _____
WITNESS _____

DOCUMENT

Stating

TERMS & CONDITIONS

For

Supply of Professional Uniforms for Cafeteria, AIIMS, New Delhi

All India Institute of Medical Sciences
Ansari Nagar, New Delhi-110029
(SCHEDULE-B)

Tender No. : **F.72 (Uniform)/2016-17/Café**

Subject : Purchase of professional uniforms for Cafeteria, AIIMS, New Delhi for on Rate Contract Basis for two years.

Date of Submission : **27.03.2017 at 12.30 P.M.**

Date of Opening (Technical Bids) ; **27.03.2017 at 03.00 P.M.**

IV. General Terms & Conditions

IV. GENERAL INSTRUCTIONS

1. Tender should be addressed to the Director, All India Institute of Medical Sciences, Ansari Nagar, New Delhi-29 and submitted to General Manager, Department of Cafeteria, Hostel Building Block, Masjid Moth AIIMS , New Delhi-29 under sealed cover failing which the tender shall be rejected.
2. Tender document and subsequent rate contract/agreement in favor of approved service provider is non-transferable.
3. THE INSTITUTE IS NOT AUTHORIZED TO ISSUE 'C/D FORMS'.
4. EACH TENDER SHOULD BE ACCOMPANIED WITH AN EMD/BID SECURITY AMOUNTING TO **Rs.10,000/-** BY WAY OF FDR/DEMAND DRAFT/ BANK GUARANTEE DRAWN IN FAVOUR OF "AIIMS CAFETERIA, NEW DELHI", (PREFERABLY BANK GUARANTEE) FAILING WHICH THE TENDER SHALL NOT BE CONSIDERED FOR ACCEPTANCE AND WILL BE OUTRIGHTLY REJECTED. IN CASE OF BANK GUARANTEE/FDR, IT SHALL BE VALID FOR 27 MONTHS FROM THE DATE OF OPENING AND THE SAME SHOULD BE FROM ANY SCHEDULED BANK (AS PER THE LIST ENCLOSED). CASH/CHEQUE IS NOT ACCEPTABLE AT ALL.THE EMD/BID SECURITY DEPOSITED AGAINST OTHER TENDERS CANNOT BE ADJUSTED OR CONSIDERED FOR THIS TENDER. NO INTEREST IS PAYABLE ON EMD/BID SECURITY. THE EMD OF THE APPROVED VENDOR(S) WOULD BE RETAINED TILL THE VALIDITY OF THE RATE CONTRACT PERIOD AS PERFORMANCE SECURITY AND WOULD BE RETURNED AFTER SATISFACTORY COMPLETION OF THE CONTRACT.
5. **TENDER SHOULD INVARIABLY BE SUBMITTED IN TWO BID SYSTEM CONTAINING TWO PARTS AS DETAILED BELOW:**
PART-I: - TECHNO-COMMERCIAL BID IN ONE SEALED COVER.

PART-II: - PRICE BID/FINANCIAL BID SEPARATELY FOR EACH SCHEDULE IN ONE SEALED COVER.

BOTH THE SEALED ENVELOPES SHOULD THEN BE PUT IN OUTER COVER INDICATING THEREON:

i) **Reference No. Of the Tender:** _____

ii) **Tender regarding:** _____

iii) **Due date for submission of the tender:** _____

iv) **Due date for opening of the tender:** _____

v) Name of the bidder:

NOTE:-

- A) PLEASE NOTE THAT PRICES SHOULD NOT BE INDICATED IN THE TECHNO-COMMERCIAL BID. THE PRE-QUALIFICATION DOCUMENTS INCLUDING E.M.D./BID SECURITY AS REQUIRED IN THE TENDER DOCUMENT SHOULD INVARIABLY BE ACCOMPANIED WITH THE TECHNO-COMMERCIAL BID.
- B) TENDERS SUBMITTED WITHOUT FOLLOWING TWO-BID SYSTEM PROCEDURE AS MENTIONED ABOVE WOULD BE SUMMARILY REJECTED.
6. It is proposed to enter into a rate-contract for Purchase of professional uniforms for Cafeteria, AIIMS, New Delhi on Rate Contract Basis for a period of two years from the date of signing of the rate contract. **The eligibility-criteria have been given under the heading “Eligibility Criteria for Qualification”.**
 7. Bidders intending to participate in the said tender should first ensure that they fulfill all the eligibility-criteria as prescribed under terms & conditions, otherwise, the tender will be summarily rejected and no further correspondence will be entertained in this regard.
 8. The bidder should have office at Delhi or NCR. The details of the office with address, telephone number, e-mail id and fax number should be provided.
 9. Bidders are, therefore, advised to submit quotations only if the terms & conditions as prescribed by AIIMS are acceptable to them in total and they fulfill the eligibility-criteria.
 10. The tenderers should take care that the rates and amounts are written in such a way that interpolation is not possible; no blanks should be left which would otherwise, make the tender rejected. Handwritten quotations shall be accepted at the bidder’s risk. In case of any discrepancy in the figures, the rate mentioned in words will only be considered.
 11. The tendered rates should be kept opened for a period of one year from the date, as the tenders are accepted/ finalized.
 12. The tenderers shall clarify/state whether he/they are manufacturer, accredited agent or sole representative indicating principals.
 13. It is hereby also informed that in case any administrative action (imposing of risk purchase, warning letter etc.) is taken by the AIIMS during the rate contract period against any approved vendor, it would be reflected during finalization of the next rate contract as “past performance” of that firm.
 14. The Director, AIIMS, New Delhi or his nominee reserves the right to reject any or all tenders including the lowest quotation if not agreeing to all the terms and conditions. No correspondence, in this regard, will be entertained.
 15. AIIMS Cafeteria shall send all correspondence through email, so you are requested to provide your email address so that all communications may be done accordingly.
 16. The tenderers should give rates, showing taxes, if any, and levies, packing forwarding and insurance charges separately giving full breakup details. THE INSTITUTE IS NOT AUTHORIZED TO ISSUE ‘C/D FORMS’. PLEASE EXCLUDE CUSTOM DUTY COMPONENT IN RUPEE QUOTE AS THE INSTITUTE IS EXEMPTED FROM THE PAYMENT OF CUSTOMS DUTY. Tender not conforming to these requirements shall be rejected and no correspondence will be entertained whatsoever.
 17. If the delivery is not affected on due date, the Director, AIIMS, New Delhi will have the right to impose penalty as under: A) First extension for month or part thereof _____@2%. B) Second extension for an additional month _____@ 3% of part thereof. C) In case non-supply _____@7.5% or D) In case of default institute will have the right to procure the ordered item from open market /another party at their own risk and expenses under risk purchase clause.
 18. Conditions of advance payment shall not be accepted.
 19. **The tender shall also be rejected if :**
 - a. A bidder submits conditional tender;
 - b. More than one type of rate is quoted.
 - c. Tender is not sealed properly.
 - d. This tender form should be submitted to **General Manager, Cafeteria, Hostel Building Block, Masjid Moth AIIMS , New Delhi** in a sealed cover marked on the top

'QUOTATION'. Such sealed cover should be furnished by the specific time and date. The bidders are at liberty to be present or may authorize a representative to be present at the time of opening the quotation.

20. Withdrawal of tenders along with the earnest money will be allowed before the date of opening of tenders.
21. **After opening of tenders:**
 - a) No change/alteration on plea of clerical or typographical error in rates or other terms in the tender will be permitted under any circumstances.
 - b) Withdrawal of the complete tender can be allowed but in such cases, the earnest money shall be forfeited in full.
 - c) Partial withdrawal will not be allowed under any circumstances.
22. **RATE-REVISION:** Successful bidder shall not be entitled to any rate-revision of price approved for any reason except Govt. levies which become applicable after finalization of rate contract along with adequate documentary proof thereof.

23. IN CASE THE TENDER DOCUMENT IS DOWNLOADED FROM THE WEBSITE: -

THE BIDDERS MAY DOWNLOAD THE TENDER DOCUMENTS DIRECTLY FROM THE WEBSITE AVAILABLE AT www.aiims.ac.in, www.aiims.edu, www.tenders.gov.in. IN SUCH CASE, THE BIDDER ARE REQUIRED TO SUBMIT THE TENDER COST FEE OF Rs.500/- (Non-Refundable) BY WAY OF SEPARATE DEMAND DRAFT DRAWN IN FAVOUR OF AIIMS CAFETERIA, AND THE SAME SHOULD ESSENTIALLY BE ENCLOSED ALONGWITH THE TECHNO COMMERCIAL BID. THE BIDDERS SHOULD SPECIFICALLY SUPERSCRIBE, "DOWNLOADED FROM THE WEBSITE" ON THE TOP LEFT CORNER OF THE OUTER ENVELOPE CONTAINING THE TECHNO-COMMERCIAL BID & PRICE BID SEPARATELY. THE TENDERS NOT FOLLOWING THE ABOVE PROCEDURE WILL BE SUMMARILLY REJECTED.

24. Each & every page of the tender document (TECHNO-COMMERCIAL BID + PRICE BID) should be serially numbered and duly signed by the bidder. The checklist should be enclosed in the chronological order.
25. Tender may also be rejected, if it is not submitted by the prescribed date/time for submission and any of the listed documents is either not attached or attached but found improper/not signed or not attested by the Competent Authority.
26. THIS TENDER DOCUMENT AND SUBSEQUENT RATE CONTRACT IS NON-TRANSFERABLE.
27. A surprise visit to the premises by the representatives of the Institute may be made to assess the firm's capacity and standing. All vendors should have Fax facility and telephone number in their office and the same may be indicated on their letterhead in the tender.
28. The tenderers are advised to submit the sample of finished material strictly in accordance with tender specification along with Lab test report of sample invariably duly tested by Textiles Committee Laboratory, Ministry of Textiles, Govt. Of India/Any other Laboratory (Approved by Govt. of India) along with techno- commercial bid. Before submitting the tender, the list of samples submitted duly acknowledged should be attached with the technical bid. Different qualities for one item will not be entertained.
29. The quantity shown in the schedules can be increased or decreased to any extent depending upon the actual requirement.
30. TENDER SHALL BE REJECTED IF THE COPY OF SALES TAX REGISTRATION CERTIFICATE (now called as Vat) IS NOT FURNISHED. FIRM SHALL FURNISH A CERTIFICATE ON THEIR FIRM'S LETTER HEAD STATING THAT UPTO DATE RETURNS HAVE BEEN FILLED AND THERE ARE NO DUES WITH THE CONCERNED DEPARTMENT. FIRM WILL ALSO SUBMIT THE COPIES OF SUCH RETURNS (LATEST) SUBMITTED TO THE DEPARTMENT OF Trade & Taxes. Sales tax /Vat & other statutory levies should be shown separately and should not be included in the basic price otherwise it will not be considered.
31. The supplier shall furnish the following certificate to the Accounts Officer (Stores Accounts) along with each bill for payment for supplies made against in Rate Contract Tender.

“I/We certify that the Stores of description identical to the Stores supplied to the government under the contract against Tender herein have not been offered/sold by me/us to any other person/organization/Institution up to date of bill/the date of completion of suppliers against all supply orders placed during the currency of the tender/rate contract at the price lower than the institute under contract /against tender”.

32. At the time of delivery, the approved firm will supply the finished material strictly as per tender specifications. The Cafeteria, AIIMS, Stores will collect the samples from the supply and will be got tested from the testing lab at vendor's cost. The cost incurred, in this account, shall be recovered from pending dues of the approved vendor.
33. The tenderer is also required to submit performance report(s) from other similar organizations where the firm is registered for supply of Linen items for the last two years. The firm should also submit list of organizations where the material has been supplied in the last two years along with complete details of items supplied.
34. SELECTION WILL BE MADE PURELY ON SAMPLE AND QUALITY BASIS.
35. The date of delivery for supply of the uniform/ linen items will be 30 to 45 days from the date of issue of the supply order but in exigency the same can be reduced upto 2 weeks depending upon the situation/requirement.
36. No payment shall be made for rejected material. The tenderers would remove rejected items within one week of the date of rejection at their own cost and replace immediately. In case these are not removed, these will be disposed off in a manner as deemed fit by the authorities at the risk and responsibility of the suppliers without any further notice.
37. The Technical Selection Committee will shortlist the technical bids on the basis of technical parameters i.e. essential pre-qualification certificates, samples and Lab. reports as per tender specifications. Based on the results, vendors will be short-listed further and the names of short listed vendors announced to the respective vendor only who's Technical Bids qualify for opening the Financial Bids. The price bid of only vendors short listed from the Technical Bids will be opened in the presence of their representatives on a specified date and time to be intimated to the respective vendors. Those vendors failed to produce essential pre-qualification documents, samples and Lab reports will be summarily rejected and no correspondence will be entertained in this regard.
38. It will be the prerogative of the Institute to place the supply order for the whole lot/item or in piecemeal basis depending upon the actual requirement of the Institute.
39. The tenderer shall have to submit a sample of each linen piece which he is quoting along with the tender for scrutiny by the technical committee. Samples of the selected vendor shall be retained and the remaining shall be returned to the participating bidders.
40. THE FORWARDING LETTER/ UNDERTAKING (SCHEDULE-A) DULY SIGNED SHOULD INVARIABLY BE RETURNED ALONG WITH QUOTATIONS FURNISHED FAILING WHICH THE TENDER SHALL BE REJECTED.
41. Any action on the part of the tender to influence anybody in the said Institute will be taken as an offence and the tender submitted by the firm will subsequently be rejected.
42. The tenderers should take care that the rates and amounts are written in such a way that interpolation is not possible, no blanks should be left which would otherwise, make the tender redundant.
43. Before making any supply of the item, the design & dimensions may be approved from the users and should be as per the specifications and/or photographs enclosed herewith.
44. The tenderers are required to quote their rates on Annexure-X provided with the tender.
45. The percentage of Sales Tax/VAT to be charged be clearly mentioned in Annexure-X along with rates.
46. Tender by Tele-fax/telegram/fax/e-mail will not be accepted.
47. **Duration of contract :-**
 - (a) The tenderer is bound to provide subject services to AIIMS for a period of **two years** at the approved rates from the date of signing of rate contract.
 - (b) The Institute can extend the validity period of rate contract in public interest in full or in part up to a total maximum period of 12 months, after expiry of two years when the circumstances so warrants. The tenderer must undertake to supply professional Uniforms to the Cafeteria, AIIMS at the approved rates during the extended period also.
48. The validity of quotations will be one year from the date of opening of tender.
49. Any action on any levy imposed by the Govt. of India / Delhi Govt. from time to time will be authorized extra on demand with adequate proof thereof.

50. Tenderers submitting tenders would be considered to have considered and accepted all the terms and conditions. No enquiries, verbal or written, shall be entertained in respect of acceptance or rejection of the tender
51. Any action on the part of the tenderer to influence anybody in the said Institute will be taken as an offence and the firm will not be allowed to participate in the tender enquiry and their offer will not be considered.
52. **Fall Clause** -The price charged for the items, under the reference, by the supplier shall in no event exceed the lowest price at which the firm provides the services of same identical description to any other person/organization/Institution during the currency of the contract as per fall clause adhered by D.G.S.& D. If at any time, during the said period the firm reduces the said prices of such items or offers such items to any other person/organization/ Govt. Institution/ Co. Operative Stores at price lower than the quoted price, the firm shall forthwith notify such reduction to the Director, All India Institute of Medical Sciences and the price payable for the Items supplied after the date of coming into force of such reduction shall stand correspondingly reduced for AIIMS. **The firm should attach an undertaking on non-judicial stamp paper of Rs 10/- duly attested by the notary to this effect otherwise quotation shall be summarily rejected.**
53. If at any time, any question, dispute or difference whatever shall arise between the two parties (AIIMS on the one hand and vendor on the other hand) in relation to the services either of the parties may give to the other notice in writing the existence of such a question, dispute or difference and the same shall be referred to two arbitrators, one to be nominated by the firm. Either party shall serve such a notice of the existence of any question, dispute or difference in connection with the services within 30 days of the beginning of such dispute failing which all right or claims shall be deemed to have been forfeited and absolutely barred.

Before proceeding with the reference the arbitrators shall appoint/nominate an umpire. In the event of the arbitrators not agreeing in their award the umpire appointed by them shall enter upon the reference and his award shall be binding on the parties. The venue of the arbitrator shall be at AIIMS.

The provision of the Indian Arbitration and Reconciliation Act 1996 and of rules framed if under and any statutory modifications thereof shall be deemed to apply and be incorporated for the services.

Upon every or any such reference the cost of any incidents to the reference and awards respectively shall be at the discretion of the arbitrators and in the event of their not agreeing, the Umpire appointed by them may determine the amount thereof or direct the same to be fixed as between solicitors and client or as between parties and shall direct by whom and in what manners the same shall be borne and paid.

54. The courts at Delhi will have the jurisdiction to try any matter, dispute or reference between the parties arising out of the contract. It is specifically agreed that no court outside and other than Delhi court shall have jurisdiction in the matter.
55. The tenderer shall furnish a non-blacklisting/non-debarring certificate that the firm has not been blacklisted in the past by any government/ Private institution. **The tenderer / Supplier has to give an affidavit on non-judicial stamp paper of Rs.10/- duly attested by notary that there is no vigilance/CBI case pending against the firm/supplier and the firm has not been blacklisted/ debarred in the past 3 years by any Govt. or Private Organization.****Force Majeure:** - If at any time during the period of the contract, either party is subject to force majeure, which can be termed as natural disasters or, acts of God etc. which may prevent either party to discharge its obligation, the affected party shall promptly notify the other party about the happening of such an event. Neither party shall by reason of such event be entitled to terminate the contract in respect of such performance of their obligations. The obligations under the contract shall be resumed as soon as practicable after the event has come to an end or ceased to exist. If the performance of any obligation under the contract is prevented or delayed by reason of the event beyond a period mutually agreed to if any, or 21 days, whichever is more, either party may at its option terminate the contract.
56. Payment of the approved vendor for supply of professional uniforms for Cafeteria, AIIMS shall be made through cheque or electronic clearing system. In case of cheque, the same will be dispatched through registered post and postal charges shall be deducted from their bills.
57. **TERMS OF PAYMENT**

The bills will be raised by the vendor, based on actual pieces of clothing supplied. Payment will be made subject to delivery of uniforms in satisfactory condition to the General Manager, cafeteria, AIIMS.

58. Format for submitting financial bid:

Offer should be quoted as per enclosed format at Annexure 'XI' strictly as per tender specification only in two bid system as under:

- (i) Financial bid for delivery of professional uniforms for cafeteria AIIMS as per the prescribed criteria.**
- (ii) Payment will be made subject to delivery of uniforms in satisfactory condition to the General Manager, Cafeteria, AIIMS.**
- (iii) No escalation of rates quoted will be allowed during the period of the contract**
- (iv) The price comparison will be made on the cumulative total (6) obtained after adding individual cost (5) of the items mentioned in Annexure 'XI'.**

59. The tenderer shall furnish following certificates invariably along with techno-commercial bid, as applicable, otherwise quotation shall be summarily rejected: -

- a. A declaration by the proprietor of the firm, in case, the firm is proprietorship on non- judicial stamp paper of worth Rs.100/- duly attested.
- b. An attested copy of partnership deed duly registered by the Registrar of Firms, in case, of partnership firm.
- c. An attested copy of article of memorandum with constitution of firm and guidelines, in case, of private limited firm with name, photo& signatures of all Directors.

VI. TENDER EVALUATION PROCESS:

- (a) The bidder should fulfill all the eligible criteria for qualification. Only such bidders who fulfill these criteria will be technically shortlisted (checklist enclosed for ready reference at the end) for opening of the price bids.
- (b) Only such bidders who have fulfilled all technical requirements shall be Shortlisted for opening of the price bids. The bidder will further be liable for disqualification if it has:
 - i) Made misleading or false representation or deliberately suppressed the information in the forms, statements and enclosures required in the tender document,
 - ii) Record of poor performance such as abandoning work, not properly completing the contract, or financial failures/ weaknesses, unsatisfactory performance etc.
 - iii) If the applicant, or any constituent partner in case of partnership firm, has been debarred/black listed or terminated for poor performance by any organization at any time or ever been convicted by a court of law, their application will be summarily rejected.
 - iv) The bidder will also have to demonstrate samples to the evaluation committee at a date and time of the committees choosing. The bidder will be intimated in such case well in advance.
- (c) All applicants who qualify based on Technical Bid shall be informed to attend the price bid opening on prescribed date and time.

VII. QUALITY CONTROL

- 1. AIIMS management shall have the right to terminate the contract if the items supplied by the vendor are not of the requisite standard.
- 2. Decision of AIIMS authorities through designated officers/officials, with regard to quality assurance, shall be final, and penalty will be imposed accordingly.

ANNEXURE -X

Tender No F.72 (Uniform)/2016-17/Café

Subject: Purchase of professional uniforms for Cafeteria AIIMS New Delhi for two years on Rate Contract Basis.

SPECIFICATION OF PROFESSIONAL UNIFORMS FOR CAFETERIA STAFF

S.No	Designation	Quantity	Item	Colour	Material	Design
1.	General Manager Cafeteria	2 No	Coat	Black	Suiting/ Gavidian	<ul style="list-style-type: none">• Full sleeves.• Single breasted.• Two button coat.• Three buttons on each side of the sleeve.• Two pockets on the bottom front of the jacket.• One left breast pocket.• One pocket on the insides of both sides of the jacket. (Photo attached as Annexure-1).• Size: Customized as per the user.
		02 No	Shirt	White	Terrycot/ Polyviscose (65/35)/ Cambric	<ul style="list-style-type: none">• Full sleeves.• Normal collar of the same colour.• One left breast pocket.• Cuffs of the same colour.• One button on the cuff.• One spare button to be attached on the inside of the shirt.• Size: Customized as per the user.
		02 No	Trouser	Black	Suiting/ Gavidian	<ul style="list-style-type: none">• Pleated trousers.• Two pockets in the front.• One pocket on the right.• Size: Customized as per the user.
2.	Dy. Gen. Manager	02 No	Coat	Black	Suiting/ Gavidian	<ul style="list-style-type: none">• Full sleeves• Single breasted• Two button coat• Three buttons on each side of the sleeve.• Two pockets on the bottom front of the jacket.• One left breast pocket.• Pockets on the inside of the jacket on both sides.• Size: Customized as per the user.

		02 No	Shirt	White	Terrycot/ Polyviscose (65/35)/ Cambric	<ul style="list-style-type: none"> • Full sleeves • Normal collar of the same colour • One left breast pockets • Cuffs of the same colour • One button on the cuff • One spare button to be attached on the inside of the shirt. • Buttons: White in colour • Size: Customized as per the user
		02 No	Trouser	Black	Suiting/ Gavidian	<ul style="list-style-type: none"> • Pleated trousers • Two pockets in the front • One pocket on the back • Size: Customized as per the user
3	Asstt. Manager cum Store Keeper	08 No	Coat	Black	Suiting/ Gavidian	<ul style="list-style-type: none"> • Full sleeves • Single breasted • Two button coat • Three buttons on each side of the sleeve. • Two pockets on the bottom front of the jacket. • One left breast pocket. • Pockets on the inside of the jacket on both sides. • Size: Customized as per the user.
		08 No	Shirt	White	Terrycot/ Polyviscose (65/35)/ Cambric	<ul style="list-style-type: none"> • Full sleeves • Normal collar of the same colour • One left breast pockets • Cuffs of the same colour • One button on the cuff • One spare button to be attached on the inside of the shirt. • Buttons: White in colour • Size: Customized as per the user
		08 No	Trouser	Black	Suiting/ Gavidian	<ul style="list-style-type: none"> • Pleated trousers • Two pockets in the front • One pocket on the back • Size: Customized as per the user
4.	Head Cook	12	Chef coat	White with black borders/trim as indicated in the photograph	Cottonpoly blend (67% cotton /33% polyester)	<ul style="list-style-type: none"> • (Photo attached as Annexure-2) In addition the drawing pockets on both the sleeves to hold knives, etc. • Size: Customized as per the user

		12	Trouser	Black	Polycot ton blend / Matty	<ul style="list-style-type: none"> • Plain stitched trousers • Two pockets in the front • One pocket on the back on the right side Size: Customized as per the user
		12	Apron	Black	Polycotton (80/20)	<ul style="list-style-type: none"> • Full apron • Two pockets in the centre as indicated in the photograph (Photo attached as Annexure-3) • Two long waist straps • One neck strap stitched to the body of the apron • Photo attached Size: Customized as per the user
5.	Cooks	18	Chef coat	White with black borders/ trim as indicated in the photograph	Cottonpoly blend (67% cotton /33% polyester)	<ul style="list-style-type: none"> • Design attached for reference Annexure-3 in addition to the drawing pockets on both the sleeves to hold knives, etc. • Size: Customized as per the user
		18	Trouser	Black	Polycotton blend / Matty	<ul style="list-style-type: none"> • Plain stitched trousers • Two pockets in the front • One pocket on the back on the right side Size: Customized as per the user
		18	Apron	Black and white stripes	Polycotton (80/20)	<ul style="list-style-type: none"> • Full apron (Annexure 4) • One central pocket • Two long waist straps • One neck strap stitched to the body of the apron • Size: Customized as per the user
6.	Counter Boys/Beare rs/ Servers	105	Shirt	Grey with black collars and black cuff	Terrycot/ Polyviscose (65/35)/ Cambric	<ul style="list-style-type: none"> • Full sleeves • Normal collar black in colour • One left breast pockets • Cuffs : Black in colour • One button on the cuff • One spare button to be attached on the inside of the shirt. • Buttons: Black in colour • Size: Customized as per the user
		105	Trouser	Black	Polycotton blend / Matty	<ul style="list-style-type: none"> • Plain stitched trousers • Two pockets in the front • One pocket on the back on the right side

						<ul style="list-style-type: none"> • Size: Customized as per the user
		105	Waist coat	Black with black pinstripes	Gavidian	<ul style="list-style-type: none"> • V Neck • Belted adjustable back • Five buttons • Two pockets in the front • Fully lined with superior quality of polyester lining • Design as per the photograph attached. (Annexure-5) • Size: Customized as per the user
		105	Apron	Black and white stripes	Polycotton (80/20)	<ul style="list-style-type: none"> • Half apron • One central pocket • Two long waist straps • One neck strap stitched to the body of the apron • Photograph attached for reference. (Annexure-6) • Size: Customized as per the user
7.	Utility Workers	30	Shirt	Sky blue with Royal blue colored collars and cuffs	Terrycot/ Polyviscose (65/35)/ Cambric	<ul style="list-style-type: none"> • Full sleeves • Collar: Normal collar, Royal blue in colour. • One left breast pocket • Cuffs : Royal blue in colour. • One button on the cuff • One spare button to be attached on the inside of the shirt. • Buttons: Sky blue colour. • Size: Customized as per the user
		30	Trouser	Royal Blue	Polycotton blend / Matty	<ul style="list-style-type: none"> • Plain stitched trousers • Two pockets in the front • One pocket on the back on the right side • Size: Customized as per the user

CHECK LIST FOR THE TERMS AND CONDITIONS

Checklist for Terms and Conditions

(To be filled by the bidder and submitted along with the technical bid).

Sl. No	Document Details	Attached (Y/N)
1.	Certificate for being in business for more than 3 years _____	
2.	Certificate for sole ownership partnership _____	
3.	Statement of financial standing from bankers _____	
4.	Performance report / List of organizations supplied with the similar items in the last 2 years	
5.	Whether rates quoted include all taxes/ Rate is a CIF _____	
6.	Whether rates are quoted as per tender specifications _____	
7.	Authority letter from manufacturer / principal enclosed _____	
8.	Affidavit that the firm has not been black listed in the past by any hospital/Organization _____	
9.	Affidavit that the firm has no vigilance case/CBI/FEMA case pending against him/supplier (Principal) _____	
10.	Affidavit that the firm is not supplying the same item at the lower rate quoted in the tender to any Govt. Organization or any other Institute (Fall Clause) _____	

11.	Quotation being submitted directly by the manufacturer or authorized distributor	
12.	Statement of turnover/annual deposited is enclosed _____	
13.	Statement of turnover/annual repost for each of the last three years are attached _____	
14.	Bid Security amount deposited is enclosed _____	
15.	Literature of original catalogue of the product is attached for reference.	
16.	Compliance Statement with relation to specification _____	
17.	Duly signed copy of the tender	
18.	Incometax returns for the past 3 years	
19.	Copy of sales tax returns for the past 3 years	
20.	Vat registration	
21.	PAN Card copy	

ANNEXURE -XI

Tender No F.72 (Uniform)/2016-17/Café

Subject: Purchase of professional uniforms for Cafeteria AIIMS New Delhi for two years on Rate Contract Basis.

FORMAT FOR SUBMITTING PRICE BID

1) SL.NO.	2) DESIGNATION	3) ITEM	4) QUANTITY	5) QUOTED PRICE (INCLUSIVE OF ALL TAXES.)
1.	General Manager Cafeteria	Coat	02	
		Shirt	02	
		Trouser	02	
2.	Dy. General Manager	Coat	02	
		Shirt	02	
		Trouser	02	
3.	Asstt. Manager cum Store keeper	Coat	02	
		Shirt	02	
		Trouser	02	
4.	Head Cook	Chef coat	12	
		Trouser	12	
		Apron	12	
5.	Cooks	Chef coat	18	
		Trouser	18	
		Apron	18	
6.	Counter Boys/Bearers/ Servers	Shirt	105	
		Trouser	105	
		Waist coat	105	
		Apron	105	
7.	Utility Workers	Shirt	30	
		Trouser	30	
4) TOTAL				

ANNEXURE-1



ANNEXURE-2



ANNEXURE-3

WHITE w/BLACK TRIM



ANNEXURE-4



ANNEXURE-5



ANNEXURE-6

