

**BRIHANMUMBAI MUNICIPAL CORPORATION**  
**SETH A.J.B. MUNICIPAL E.N.T. HOSPITAL, FORT, MUMBAI- 400 001.**



**QUOTATION DOCUMENTS FOR PROCUREMENT OF**  
**HO/2038/ENT DATE-30.09.2024**

**Pocket Otoscope (12 nos) for use at**  
**Seth A.J.B. Municipal ENT Hospital of MCGM”**

Website: <https://mahatenders.gov.in>

e-Tender ID - 2024\_MCGM\_1098853

**J.B. MUNICIPAL E.N.T. HOSPITAL, FORT, MUMBAI– 400 001.**

**E-PROCUREMENT E-QUOTATION NOTICE**

**No. HO/2038/ENT DATE-30.09.2024**

The Commissioner of Brihanmumbai Municipal Corporation invites the following online Quotation. The quotation copy can be downloaded from MCGM portal (<http://www.MCGM.gov.in>) under “E-Quotation’s” section. However, the bid will be invited through Mahatender portal (<https://mahatenders.gov.in>) only.

Bidders who wish to participate in the Bidding process must register on the website <http://www.mahatenders.gov.in/nicgep/app>. Bidders, whose registration is valid, may please ignore this step. At the time of enrolment, the information required for enrolment should be filled. After enrolment the bidder will get his user name and password to his Mail Id. Bidders should have valid Class III Digital Signature Certificate (DSC) obtained from any licensed Certifying Authorities (CA). For registration, enrolment for digital signature certificates and user manual, Interested Bidders should follow the respective links provided in Mahatenders Portal (<https://mahatenders.gov.in>)

All interested vendors, are required to be registered with MCGM .Vendors not registered with MCGM before can apply online by clicking the link „Vendor Registration“ under the „eProcurement“ section of MCGM Portal, Vendors already registered with MCGM need to contact helpdesk to extend their vendor registration.

The administrative, technical and commercial bids shall be submitted online up to the end date & time mentioned below.

Sr. No	Description	E-Quotation scrutiny Price	EMD Amount Rs.	Start date & Time for online Downloading	End date & Time for online Submission
1	<b>HO/2038/ENT dt.30.09.2024</b> Purchase of <b><u>Pocket Otoscope</u></b> <b>(12 nos)</b> for use at Seth A.J.B. Municipal ENT Hospital.  <b>e-Tender ID- 2024_MCGM_1098853</b>	<b>Rs.330/- (+18% GST)</b>	<b>Rs. 5,900/-</b>	<b>01.10.2024 14:00 hrs</b>	<b>15.10.2024 14:00 hrs</b>

Bidders should note that the Scrutiny fee will be payable before opening of Packet “A” & “B” in any of the Ward Citizens Facilitation Centers (CFCs) by collecting Challan form from the Office of Seth A.J.B. Municipal ENT Hospital. In Case of revision of the above-mentioned scrutiny fee, bidders shall pay revised scrutiny fee as per circular.

Packet A Opening Date	16.10.2024 at.14:00 hrs
Packet B Opening Date	16.10.2024 at.14:10 hrs
Packet 'C' Opening (Price Packet)	23.10.2024 at. 14:00 hrs

**Note: Last date for on line payment of Earnest Money Deposit (EMD) is, on or before due date and time prescribed.**

The e-Quotation document is available on MCGM portal (<http://www.mcgm.gov.in>) along with this Quotation notice. However, the bid will be invited through Mahatender portal (<https://mahatenders.gov.in>)

**Earnest Money Deposit (EMD) shall be paid on line through payment gateway on or before due date and time prescribed. The vendors having standing deposit shall also have to pay full EMD amount online.**

The Authority (MCGM) shall not be liable for any omission, mistake or error in respect of any of the above or on account of any matter or thing arising out of or concerning or relating to the e-Quotation or the Bidding Process, including any error or mistake therein or in any information or data given by the Authority.

The Municipal Commissioner reserves the right to reject all or any of the e-Quotation(s) without assigning any reason at any stage.

e-Quotations shall note that any corrigendum issued regarding this e-Quotation notice will be published on the MCGM portal only.

**By Order of the  
Municipal commissioner  
Municipal Corporation of Greater Mumbai**

Address for Communication and Venue for opening of bid :  
The Office Of  
Seth A.J.B. Municipal ENT Hospital,  
7, Maharshi Dadhichi Road,  
Fort, Mumbai-400001  
Tel. No. 022-22072526  
e-mail: [cmo.enth@mcgm.gov.in](mailto:cmo.enth@mcgm.gov.in)

**For detailed tender document please scroll down**

<b>QUOTATION NOTICE</b>	
<b>Name of Organization</b>	Brihanmumbai Municipal Corporation, Seth A.J.B. Municipal ENT Hospital , Fort, Mumbai-400001
<b>E-Quotation File No.</b>	HO/2038/ENT DATE- 30.09.2024
<b>Mahatender ID No.</b>	<b>e-Tender ID- 2024_MCGM_1098853</b>
<b>Subject</b>	Purchase of <b><u>Pocket Otoscope (12 nos)</u></b> for use at Seth A.J.B. Municipal ENT Hospital.
<b>Warranty</b>	One year warranty
<b>Estimated Cost</b>	Rs. 2,95,000/-
<b>E Quotation scrutiny fee</b>	Rs.330/- + 18% GST
<b>Earnest Money Deposit</b>	Rs. 5,900/-
<b>Start date</b>	01.10.2024 at. 14.00 hrs
<b>End date &amp; time of Bid Submission</b>	15.10.2024 at. 14.00 hrs
<b>End date &amp; time for receipt of EMD</b>	15.10.2024 at. 14.00 hrs
<b>Opening of Packet "A"</b>	As mentioned in <a href="https://mahatenders.gov.in">https://mahatenders.gov.in</a>
<b>Opening of Packet "B"</b>	
<b>Opening of Packet "C"</b>	
<b>Address for Communication</b>	<b>Chief Medical Officer</b> Seth A.J.B. Municipal ENT Hospital, Fort, Mumbai – 400 001 Tel. No. 022-22042526
<b>Venue for opening of Bid</b>	Online at above address.

This tender is not transferable. MCGM reserves the rights to accept any of the application or reject any or all the application received for above subject without assigning any reason thereof.

-sd-

Chief Medical Officer  
Seth A.J.B. Municipal ENT Hospital

निविदा सूचना	
संस्थेचे नाव	बृहन्मुंबई महानगरपालिका, सेठ ऐ.जे.बी. बृमपा कान नाक घस रुग्णालय, फोर्ट, मुंबई-४००००९.
ई-कोटेशन फाईल क्र.	एचओ/२०३८/ईएनटी दि. ३०.०९.२०२४
महाटेंडर आयडी क्र.	ई-निविदा आयडी- 2024_MCGM_1098853
विषय	Purchase of <b>Pocket Otoscope (12 nos)</b> for use at Seth A.J.B. Municipal ENT Hospital.
वररांती	१ वर्षाची
अंदाजे खर्च	रु. २,९५,०००/-
ई-कोटेशन छाननी शुल्क	रु.३३०/- + १८%GST
आग्रही पैसे ठेव	रु.५,९००/-
प्रारंभ दिनांक	दि.०९.१०.२०२४ दुपारी ०२.०० वाजता
बोलीची शेवटीच तारीख आणि वेळ	दि.१५.१०.२०२४ दुपारी ०२.०० वाजता
इयडी च्या पावतीची समाप्ती दिनांक आणि वेळ	दि.१५.१०.२०२४ दुपारी ०२.०० वाजता
पॅकेट "A" उघडणे	मध्ये नमूद केल्याप्रमाणे
पॅकेट "B" उघडणे	<a href="https://mahatenders.gov.in">https://mahatenders.gov.in</a>
पॅकेट "C" उघडणे	
संपर्कासाठी पत्ता	प्रमुख वैद्यकीय अधिकारी सेठ ऐ.जे.बी. बृमपा कान नाक घसा रुग्णालय, फोर्ट, मुंबई- ४००००९. दूरध्वनी क्र.०२२-२२०४२५२६.
बोली उघडण्याचे ठिकाण	वरील पत्यावर ऑनलाईन.

ही निविदा हस्तांतरणीय नाही. बृमपा कोणत्याही अर्ज स्वीकारण्याचे किंवा वरील विषयासाठी प्राप्त झालेले कोणतेही किंवा सर्व अर्ज कोणतेही कारण न देता नाकारण्याचे अधिकारी राखून ठेवते.

-सही-

प्रमुख वैद्यकीय अधिकारी

( सेठ ऐ.जे.बी.बृमपा कान नाक घसा रुग्णालय )

निविदा सूचना	
संगठन का नाम	बृहन्मुंबई महानगरपालिका, सेठ ऐ.जे.बी. बृमपा कान नाक गला अस्पताल, फोर्ट, मुंबई-००००१.
ई-कोटेशन फाइल नं.	एचओ/२०३८/ईएनटी दि. ३०.०९.२०२४
महाटेंडर आयडी नं.	ई-निविदा आयडी- 2024_MCGM_1098853
विषय	Purchase of <b>Pocket Otoscope (12 nos)</b> for use at Seth A.J.B. Municipal ENT Hospital.
करार अवधि	१ वर्षाची
अनुमान खर्च	रु. २,९५,०००/-
ई-कोटेशन छाननी शुल्क	रु.३३०/- + १८%GST
आग्रही धन जमा	रु.५,९००/-
आरंभ करने की तिथि	दि. ०१.१०.२०२४ से दोपहर को ०२.०० बजे
बोली की अंतिम तिथि एवं समय जमा करना	दि. १५.१०.२०२४ से दोपहर को ०२.०० बजे
पर्याप्ति की अंतिम तिथि एवं समय ईएमडी	दि. १५.१०.२०२४ से दोपहर को ०२.०० बजे
पैकेट "A" का खुलना	जैसा कि उल्लेख किया गया है
पैकेट "B" का खुलना	<a href="https://mahatenders.gov.in">https://mahatenders.gov.in</a>
पैकेट "C" का खुलना	
संपर्क के लिए पत्ता	प्रमुख वैद्यकीय अधिकारी सेठ ऐ.जे.बी. बृमपा कान नाक गला अस्पताल, फोर्ट, मुंबई- ४००००१. दूरध्वनी क्र.०२२-२२०४२५२६.
बोली खोलने का स्थान	उपरोक्त पते पर ऑनलाइन

ही यह निविदा हस्तांतरणी नहीं है | बृमपा के पास बिना कोई कारण बताए उपरोक्त विषय के लिए प्राप्त किसी भी या सभी आवेदनों को स्वीकार करने या अस्वीकार करने का अधिकार सुरक्षित है |

-सही-

प्रमुख वैद्यकीय अधिकारी  
(सेठ ऐ.जे.बी.बृमपा कान नाक गला अस्पताल)

**BRIHANMUMBAI MUNICIPAL CORPORATION**  
**SETH A.J.B. MUM. E.N.T. HOSPITAL, FORT, MUMBAI– 400 001.**  
**e-Tender ID- 2024\_MCGM\_1098853**

**Terms & Conditions for E- Quotation**

If you have all or any item in stock then submit the e-bid well in time before the due date. Bidders will be solely responsible, if they try to submit the bid just before due date & time and fail to do so due to their system problems, internet problems, User Id locking etc. The Bid/ Quotation need to be submitted on / before specified end date & time and will be opened on specified date & time or thereafter. Bidder's authorized representative/s may present while Bid/Quotation opening when the relevant details will be readout.

**SPECIAL INSTRUCTIONS TO BIDDERS PARTICIPATING IN E-BIDDING OF MCGM**

**1. Eligibility Criteria :**

**Manufacturer or their Distributors / Importers / Traders/ Agents to submit E-quotation on their behalf, Distributors/ Sub Distributors/ Dealer/ Importers / Traders/ Agents will be allowed to participate in the tendering process subject to,**

- a. **Manufacturer / Distributors shall issue the certificate stating the date from which said distributor is their Distributors/ Dealer/ Importers / Traders/ Agents for the assigned tender.**
- b. **The responsibility of Supply , Installation, Testing & Commissioning of Medical Equipment along with warranty & CMC / AMC ( as applicable ) shall be of manufacturer & bidder jointly as well as severally.**

**2. Earnest Money:**

The tenderer shall have to pay EMD of **Rs. 5,900/-** online only. The vendors having standing deposit shall also have to pay the full EMD amount online. Link for e-payment gateway for payment of EMD will be given in <https://mahatenders.gov.in>

**3. Instructions to Vendors participating in e-Tendering for the supply of Medical equipment and plants and machinery to MCGM.**

1.	The e-Tendering process of MCGM is enabled through Mahatender portal ( <a href="https://mahatenders.gov.in">https://mahatenders.gov.in</a> ). However, tender document can be downloaded from MCGM's portal website under "Tenders" section or from Mahatender portal.
2.	Bidder should do Online Enrolment in this Portal using the option Click Here to Enroll available in the Home Page. Then the Digital Signature enrollment has to be done with the e-token, after logging into the portal. The e-token may be obtained from one of the authorized Certifying Authorities such as eMudhraCA /GNFC/ IDRBT/ MTNL Trustline/ SafeScripT/TCS.
3.	Bidder then logs into the portal giving user id / password chosen during enrollment. and follow the instructions given in the document 'Bidders manual kit – online bid submission – Three Cover Bid Submission New' which is available on e-tendering portal of Government of Maharashtra i.e. ' <a href="https://mahatenders.gov.in">https://mahatenders.gov.in</a> '
4.	The e-token that is registered should be used by the bidder and should not be misused by others.
5.	DSC once mapped to an account cannot be remapped to any other account. It can only be Inactivated
6.	The Bidders can update well in advance, the documents such as certificates, purchase order details etc., under My Documents option and these can be selected as per tender requirements and then attached along with bid documents during bid submission. This will ensure lesser upload of bid documents
7.	After downloading / getting the tender schedules, the Bidder should go through them carefully and then submit the documents as per the tender document; otherwise, the bid will be rejected.
8.	The BOQ template must not be modified/ replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for that tender. Bidders are allowed to enter the Bidder Name and Values only.
9.	If there are any clarifications, this may be obtained online through the e-Procurement Portal, or through the contact details given in the tender document. Bidder should take into account of the corrigendum published on MCGM portal before submitting the bids online
10.	Bidder, in advance, should prepare the bid documents to be submitted as indicated in the tender schedule and they should be in PDF/XLS/RAR/DWF formats. If there is more than one document, they can be clubbed together.
11.	Bidder should Pay EMD and other charges, where applicable, as per the instructions given in the Tender Notice and / or Tender Document



12.	Scrutiny fee (as mentioned in the Quotation notice) should be paid by all bidders at any of the CFC centers in MCGM Ward offices before opening of Packet “A” & “B” in any of the Ward Citizens Facilitation Centers (CFCs) by collecting Challan form from the Office of Seth A.J.B. Municipal ENT Hospital. In Case of revision of the above-mentioned scrutiny fee, bidders shall pay revised scrutiny fee as per circular.
13.	The bidder reads the terms and conditions and accepts the same to proceed further to submit the bids.
14.	The bidder has to submit the tender document(s) online well in advance before the 8 prescribed time to avoid any delay or problem during the bid submission process. Vendors trying to submit the bid at last moment just before due date and due time and failing to do so due to system problems at their end, internet problems, User Id locking problems etc. shall note that no complaints in this regard will be entertained. The Tender Inviting Authority (TIA) will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders due to local issues. So The bidders are requested to submit the bids through online e-Procurement system to the TIA well before the bid submission end date and time (as per Server System Clock).
15.	There is no limit on the size of the file uploaded at the server end. However, the upload is decided on the Memory available at the Client System as well as the Network bandwidth available at the client side at that point of time. In order to reduce the file size, bidders are suggested to scan the documents in 75-100 DPI so that the clarity is maintained and also the size of file also gets reduced. This will help in quick uploading even at very low bandwidth speeds.
16.	It is important to note that, the bidder has to Click on the Freeze Bid Button, to ensure that he / she completes the Bid Submission Process. Bids Which are not Frozen are considered as Incomplete / Invalid bids and are not considered for evaluation purposes.
17.	The bidder may submit the bid documents online mode only, through mahatenders portal. Offline documents will not be handled through this system.
18.	At the time of freezing the bid, the e-Procurement system will give a successful bid updation message after uploading all the bid documents submitted and then a bid summary will be shown with the bid no, date & time of submission of the bid with all other relevant details. The documents submitted by the bidders will be digitally signed using the e-token of the bidder and then submitted.

19.	After the bid submission, the bid summary has to be printed and kept as an acknowledgement as a token of the submission of the bid. The bid summary will act as a proof of bid submission for a tender floated and will also act as an entry point to participate in the bid opening event.
20.	Successful bid submission from the system means, the bids as uploaded by the bidder is received and stored in the system. System does not certify for its correctness.
21.	It is the responsibility of the vendors to maintain their computers, which are used for submitting their bids, free of viruses, all types of malware etc. by installing appropriate anti-virus software and regularly updating the same with virus free signatures etc. Vendors should scan all the documents before uploading the same. if the documents could not be opened, due to virus, during tender opening, the bid is liable to be rejected.
22.	The time that is displayed from the server clock at the top of the tender Portal, will be valid for all actions of requesting bid submission, bid opening etc., in the e-Procurement portal. The Time followed in this portal is as per Indian Standard Time (IST) which is GMT+5:30. The bidders should adhere to this time during bid submission
23.	All the data being entered by the bidders would be encrypted at the client end, and the software uses PKI encryption techniques to ensure the secrecy of the data. The data entered will not be viewable by unauthorized persons during bid submission and not viewable by any one until the time of bid opening. Overall, the submitted bid documents become readable only after the tender opening by the authorized individual.
24.	During transmission of bid document, the confidentiality of the bids is maintained since the data is transferred over secured Socket Layer(SSL) with 256 bit encryption technology. Data encryption of sensitive fields is also done.
25.	All the tender notices including e-Tender notices will be published under the 'Tenders' section of MCGM Portal and on Mahatender portal.
26.	All interested vendors, are required to be registered with MCGM for e-Tendering process. Vendors not registered with MCGM before can apply on-line by clicking the link 'Vendor Registration' under the 'e-Procurement' section of MCGM Portal, Vendors already registered with MCGM need to contact helpdesk to extend their registration to e-Tendering process.
27.	Manual offers sent by post/Fax or in person will not be accepted against e-tenders even if these are submitted on the Firm's letter head and received in time. All such manual offers shall be considered as <b>invalid offers</b> and shall be rejected summarily without any consideration.
28.	As MCGM has switched over to e-Tendering, if any references in this tender document are found as per manual bidding process like Packets A, B, C etc. may please be ignored. All

	documents that are required to be submitted as part of eligible & technical bid, need to be uploaded in the Packets provided for this purpose and commercial bid need to be filled online.
29.	Affixing of digital signature for the bid document while submitting the bid, shall be deemed to mean acceptance of the terms and conditions contained in the tender document as well as confirmation of the bid/bids offered by the vendor which shall include acceptance of special directions/terms and conditions if any, incorporated.
30.	The browser settings required for digitally signing the uploaded documents are provided under download section of Mahatender Portal. Site compatibility required for Mahatender portal has been provided under Site compatibility on Home Page of Mahatender Portal.
31.	The administrative, technical and commercial evaluation documents will be available for all the participating vendors after completion of the evaluation.
32.	Additional information can be availed by referring to FAQs under FAQ on Home Page of Mahatender Portal.
33.	For any help, in the e-Tendering process, can be availed by dialing help-desk number or Email support provided under contact us on Home Page of Mahatender Portal.
34.	For any help, in the e-Tendering process, can be availed by dialling help-desk number 022-24811275/76 (MCGM IT Cell) from 11.30 AM to 5.00 PM on all working days of MCGM. Or Contact Mahatenders helpline mentioned in <a href="https://mahatenders.gov.in">https://mahatenders.gov.in</a>

**SPECIAL NOTE:**

TENDERERS ARE REQUESTED TO GO THROUGH THE bid submission guidelines as given in Bidders manual kit – online bid submission – Three Cover Bid Submission New’ on -tendering portal of Government of Maharashtra i.e. ‘<https://mahatenders.gov.in>’

Bidders who wish to participate in the Bidding process must register on the website <http://www.mahatenders.gov.in/nicgep/app>. Bidders, whose registration is valid, may please ignore this step. At the time enrolment, the information required for enrolment should be filled. After enrolment the bidder will get his user name and password to his Mail Id.

Bidders should have valid Class III Digital Signature Certificate (DSC) obtained from any licensed Certifying Authorities (CA). Interested Bidders should follow the “Manuals” available on Mahatender Portal (<https://mahatenders.gov.in>.)

For registration, enrolment for digital signature certificate & user manual, please refer to respective links provided in e-tendering tab. The vendors can get digital signature from any

one of the Certifying Authorities (CA's) licensed by the Controller of Certifying Authorities namely Safes crypt, IDRBT, National Informatics Centre, TCS, Customs, MTNL, GNFC and e Mudhra.

#### 4. Packet Bid System:

In this system the Bidder will submit the bid/offer documents in packets/folders as specified in respective bid/Bid/Quotation i.e. eligibility criteria / per-qualifying criteria etc. Bid documents in Packet / Folder 'A cum B' & commercial bid / rate in "Item Data / Packet C". All the packets / folders shall be filled as follows.

#### Folder for "Bidder Documents – Packet A & B"

##### PACKET "A" (Eligibility criteria):-

Bidder shall submit the documents for compliance of eligibility criteria / per-qualifying criteria. Specified if any.

1	Bidder <u>Profile</u> ( <b>Annexure "A"</b> ).																								
2	Shops and Establishment / company registration Certificate																								
3	Attested copy of <u>PAN card</u> of his own, in case of retailer / dealer / supplier Ltd., Company, of firm if partnership firm, of Sansthas /society or Trust, in case of the Sansthas /society trust which are registered under public trust Act 1950 / Registration Act 1860 / The Maharashtra Co-Op. Societies Registration Act 1960. (Whichever is Applicable). However in case of public limited companies, semi Government undertakings, Government undertakings, no Pan documents will be insisted.																								
4	<u>Photograph</u> of individuals, proprietor or all partners as the case may be																								
5	Attested copy of valid Sales Tax/Central <u>Sales Tax/VAT/GST registration certificate</u> (whichever is applicable).																								
6	Attested copy of Power of Attorney (if applicable).																								
7	Certificate or registration under E.P.F. & M.P. ACT and E.S.I.C. ACT																								
8	Latest Partnership deed (in case of Partnership firm).																								
9	Valid Bank Solvency Certificate of <b>Rs. 1 Lakhs</b> issued by The Nationalised/Scheduled/Foreign Bank. The date of issue of such certificate shall not be more than <b>06</b> months prior to the date of submission of tender and the same shall be considered valid for 12 months from the date of issue.  SOLVENCY CERTIFICATE CHART:- <table border="1"><thead><tr><th>Sr.No.</th><th>Estimated Cost in Lakhs</th><th>Solvency Certificate Value</th></tr></thead><tbody><tr><td>1</td><td>Above 300</td><td>30 Lakhs</td></tr><tr><td>2</td><td>Above 100 to 300</td><td>20 Lakhs</td></tr><tr><td>3</td><td>Above 50 to 100</td><td>15 Lakhs</td></tr><tr><td>4</td><td>Above 25 to 50</td><td>10 Lakhs</td></tr><tr><td>5</td><td>Above 10 to 25</td><td>05 Lakhs</td></tr><tr><td>6</td><td>Above 05 to 10</td><td>02 Lakhs</td></tr><tr><td>7</td><td>Up to 05</td><td>01 Lakhs</td></tr></tbody></table>	Sr.No.	Estimated Cost in Lakhs	Solvency Certificate Value	1	Above 300	30 Lakhs	2	Above 100 to 300	20 Lakhs	3	Above 50 to 100	15 Lakhs	4	Above 25 to 50	10 Lakhs	5	Above 10 to 25	05 Lakhs	6	Above 05 to 10	02 Lakhs	7	Up to 05	01 Lakhs
Sr.No.	Estimated Cost in Lakhs	Solvency Certificate Value																							
1	Above 300	30 Lakhs																							
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3	Above 50 to 100	15 Lakhs																							
4	Above 25 to 50	10 Lakhs																							
5	Above 10 to 25	05 Lakhs																							
6	Above 05 to 10	02 Lakhs																							
7	Up to 05	01 Lakhs																							

**PACKET “B” (Technical Bid):-**

Packet “B” shall contain following documents:

<b>1</b>	Copy of Quotation Document, Specification and entire technical document should be Attested by Vendor.
<b>2</b>	Copy of Agency Certificate / Subsidiary Certificate.
<b>3</b>	Past performance certificate ( <b>with hiding the price</b> ).
<b>4</b>	Photo copy of work orders <b>with hiding the price</b> of the works executed during last one year.
<b>5</b>	Comparison Statement along with Make & Model of Equipment. (if Applicable)
<b>6</b>	Technical Boucher
<b>7</b>	Copy of valid CE or USFDA certificate

**PACKET “C” (Prices Bid):-**

Should be Submitted online separately.

**5. LEGAL + STATIONERY CHARGES(AS PER APPLICABLE CIRCULAR IN FORCE):-**

Successful Bidder shall pay the Legal Charges+ Stationary Charges as per Legal Department Circular no 26260 date-31.08.2023 (as per applicable circular in force )

<b>Sr. No.</b>	<b>Contract Value in Rs.</b>	<b>Legal and Stationery charges in Rs.</b>
	Up to 50,000/-	Nil
	50,001 to 1,00,00,000/-	0.10% of Contract Valu +18% GST (Amount should be multiples of 10) Minimum Amount Rs.1000/- +18% GST and Maximum Amount Rs.10000/- + 18% GST

These charges are to be paid by the successful bidder on receipts of acceptance letter.

**6. Opening of Bid / Quotation:-**

Authorized representative may attend the Bid/Quotation opening on scheduled date & time, wherein all Packets 'A' / 'B' & 'C' i.e. Commercial Bid will be opened.

**7. Filling up the Bid/Quotation:-**

Bidder is expected to fill in his bid/offer carefully and scrutinize it before uploading it on the Mahatender portal. No variation on any ground, such as mistake or misunderstanding, will be allowed once e-bid/Quotation is opened and /or recommended for acceptance. Deviation from Municipal Specifications, Terms and Conditions, should be clearly brought

to the notice in the separate :Deviation sheet”, which if found not-filled/blank, shall be considered as “No Deviation”.

#### **8. Rates / Prices:-**

Rate/s or Percentage shall be filled only in “BOQ provided in Mahatender Bid” section of e-Bid/Quotation. The price/s quoted shall be firm and no variation will be allowed on any account. Bidder should not quote more than one alternative rate/s for any item/s. Bid/Quotation having more than one alternative rate/s for the any item, shall be liable for rejection.

#### **9. Annual / Comprehensive Maintenance contract (if applicable as the case may be):**

The successful tenderer shall have to enter into Annual / Comprehensive Maintenance Contract for at least 5 years after the completions of warranty period. The Annual Maintenance contract shall be at the rate of 3 % (inclusive of tax) of equipment cost per year & Comprehensive Maintenance contract will be 5 % (inclusive of tax) of equipment cost per years. Accordingly, the prices quoted should be in the same currency for all the items quoted i.e. Equipment, Accessories, consumables, CMC/AMC, if any etc. failing which Bid /Quotation/s will be rejected.

##### **A. Maintenance contract (As Applicable)**

#### **Service and annual maintenance contract:**

The successful tenderer shall have to enter into Annual Maintenance Contract for at least five years after the completion of guarantee period of 36 months at the rate of 3% of equipment cost per year, rate will be fixed for 5 years. The Annual Maintenance Contract shall include the repair and maintenance of equipment and plant and all accessories supplied by the tenderer as a part of this tender. It is the responsibility of the tenderer to see that the equipment and all accessories are maintained in proper functioning condition, whether any spare parts/accessories be manufactured by the tenderer or not.

- a) The tenderer should assure an up-time guarantee of at least 96% (calculated on the basis of 24 hours a day and seven days a week). During AMC period, the Service Engineers will have to make 04(four) compulsory Quarterly visits per year for preventive maintenance while breakdown calls (unlimited) will be attended within 72 hours (3 days) from the date & time of lodging of complaint with the Service Engineer through phone / fax/person/post/courier/e-mail. A service call shall be attended even on Sundays and Public Holidays. The complaint /message will be sent

to the address given in this contract as well as in supply order.

- b) If the breakdown is attended and rectified within 120 hours (5 days) at our sites, no penalty/ deduction will be made from the AMC bill.
- c) If it is not rectified within 120 hours (5 days) i.e. stipulated time by the Service engineer at our site, deduction will be made @ double the prorata basis AMC charges per day from the bill after allowing stipulated period of 120 hours i.e. 5 days.
- d) If the problems are required to be rectified at Service Centre site /workshop / premises, additional 7 days period will be allowed i.e. total 10 days from the day of initial breakdown report. Normal AMC charges for additional 7 days period will be deducted from the bill of AMC on prorata basis. If the equipment is not made available in all respect after rectification from the Service Centre site/ premises within 10 days, there will be a provision to deduct @ double the AMC charges/ day on prorata basis from the bills for delayed period.

If Only cost of spare parts and consumables will be paid separately as per the rate quoted for spares & consumable as per list uploaded while submission of bid

**OR**

**Service and comprehensive maintenance contract:**

The successful tenderer shall have to enter into comprehensive Maintenance contract for at least five years after the completion of guarantee period of 36 months at the rate of 5% of equipment cost per year, rate will be fixed for 5 years. The comprehensive Maintenance contract shall include the equipment and all accessories supplied by the tenderer as a part of this tender. It is the responsibility of the tenderer to see that the equipment and all accessories are maintained in proper functioning condition by providing spare parts where required, whether such spare parts/accessories be manufactured by the tenderer or not.

- a) The tenderer should assure an up-time guarantee of at least 96% (calculated on the basis of 24 hours a day and seven days a week). During CMC period, the Manufacturer's Service Engineers will have to make 04(four) compulsory Quarterly visits per year for preventive maintenance while breakdown calls (unlimited) will be attended within **72 hours (3 days)** from the date & time of lodging of complaint with the Service Centre through phone / fax/person/post/courier/e-mail. A service call shall be attended even on Sundays and Public Holidays. The complaint /message will be sent to the address given in this contract as well as in supply order.
- b) If the breakdown is attended and rectified within 120 hours (5 days) at our sites, no



penalty/ deduction will be made from the CMC bill.

- c) If it is not rectified within 120 hours (5 days) i.e. stipulated time by the Service Engineer at our site, deduction will be made @ double the prorata basis CMC charges per day from the bill after allowing stipulated period of 120 hours i.e. 5 days.
- d) If the problems are required to be rectified at Service Centre site / workshop / premises, additional 7 days period will be allowed i.e. total 10 days from the day of initial breakdown report. Normal CMC charges for additional 7 days period will be deducted from the bill of CMC on prorata basis. If the equipment is not made available in all respect after rectification from the Service Centre site/ premises within 10 days, there will be a provision to deduct @ **double the CMC charges/ day on prorata basis from the bills for delayed period.**

**B. Spare Parts:** (Applicable in case of Annual Maintenance Contract only)

Tenderer shall have to submit list of the spare Parts required as a document in Packet B, without displaying the rates. (As per the Annexure – E)

**The rate quoted for spares shall be freezed for 8 years and cost of one spare each shall be considered for evaluation and MCGM is not binding to accept the rates quoted for spares.**

The rate shall be quoted in commercial bid (ITEM DATA) in e-quotation.

(Applicable in case of Annual Maintenance Contract only)

**C. Consumables: (As Applicable)**

Tenderer shall have to submit the rate for the consumables/required as a document in Packet B, without displaying the rates. (As per the Annexure – F).

The rate shall be quoted in commercial bid (ITEM DATA) in e- quotation.

The Tenderer shall have to quote only one rate which will remain constant throughout the Warranty for three years and Annual /Comprehensive maintenance (AS applicable) contract period for five years i.e. for total eight years. However if the value of foreign currencies at the time of supply of consumable items w.r.t. Indian Rupees increases by 25% than on the date of opening of commercial bid in such cases, difference in excess of 25% would be paid to bidder. **The rate quoted for consumables shall be freezed for 8 years and cost of one consumable each shall be considered for evaluation and MCGM is not binding to accept the rates quoted for consumable.**

**Apart from mentioned consumables cost of no other consumables will be paid by MCGM and same shall be covered under warranty and CMC.**

**10. Conditional Bid/ Quotation rates:**

Bid /Quotation/s containing contradictory onerous and vague Stipulation and hedging conditions such as “subject to prior sale”. “Offer subject to confirmation at the time of order”, “Rates subject to market fluctuations”, etc. are liable to be rejected.

**11. Digital Signing of e-Bid/Quotation Document:**

Bidders are requested to sign the e-Bid/Quotation form, specifications and schedule of Quantities and Rate and relevant documents etc. After making appropriate entries wherever necessary. If the e-Bid/Quotation is made by an individual it shall be signed with his full name above his current address. If the e-Bid/Quotation is made by a proprietary firm it shall be signed by the Proprietor above his name and the name of his firm with its current address. If the e-Bid/Quotation is made by firm in partnership, it shall be signed by all the partners of the firm above their full names and current addresses or by a partner holding the power of Attorney for the firm for signing the Bid in which case a certified copy of the power of Attorney shall accompany the Bid/Quotation/Bid. A certified copy of the partnership deed, current address of the firm and full names and current addresses all the partners of the firm shall also accompany the Bid/Quotation. If the e-Bid/Quotation is made by a limited Company or a limited Corporation, it shall be signed by a duly authorized person holding the power of Attorney for signing the Bid/Quotation. Such limited Company or Corporation may be required to furnish satisfactory evidence or its existence before the contract is awarded.

If the e-Bid/Quotation is made by a group of firms, the sponsoring firm shall submit complete information pertaining to each firm in the group and state in along with the Bid as to which of the firms shall have the authority for bidding and for completion of the contract

documents and furnish evidence admissible in Law in respect of the authority to such firm on behalf of the group of firms and for completion of the contract document. The full information and satisfactory evidence pertaining to the participation of each member of the group of firms in Bid/Quotation, shall be furnished along with the Bid/Quotation.

## **12. Modifications of Documents:**

Modification/s of specifications and/or extension of the closing date of the e-Bid/Quotation if required will be made by an addendum, which will be published online on MCGM portal. These shall be digitally signed and shall form a part of the e-Bid/Quotation. The Bidder shall not add to or amend the text of any of the documents except in so far as may be necessary to comply with any agenda.

## **13. Taxes and Duties on material:**

GST and other state levies / cess which are not subsumed under GST will be applicable. The tenderer shall be quote rate/s inclusive of all taxes. It is clearly understood that MCGM will not bear any additional liability towards payment of any Taxes & Duties. Wherever the Services to be provided by the Tenderers falls under Reverse Charge mechanism, the Price quoted shall be exclusive of GST, but inclusive of Taxes/Duties/Cess other than GST, if any.

Rates accepted by MCGM shall hold well till completion of work and no additional individual claim shall be admissible on account of fluctuations in market rates; increase in taxes / any other levies / tolls etc, except that payment / recovery for overall market situation shall be made as per price variation.

## **14. Evaluation of Bid/ Quotation:**

In comparing Bid/Quotations the Corporation shall consider such factors as the compliance with the specifications, quality apart from the prices offered.

## **15. Payment Terms;**

As per Municipal procedure, the payment of work will be made within 30 days from the receipt of valid bill/invoice. Necessary form for ECS with Bank details have to be submitted along with bill/invoice. Intending Bidders are informed that the payment of the bills and other claims arising out of the contract will be made in the name of their bank by ECS only. Successful Bidder therefore will have to furnish the information as regards the name and complete address of their Bank, by filling ECS form. They will also have to submit fresh information when there is any change in these regards. They may submit fresh information for payment through NEFT & RTGS mode regarding MICR code, IFSC code, account number etc.

In case of only warranty as per the Municipal procedure the payment will be made within 30 days from the receipt of the bill subject to

- Satisfactory supply & installation of material as per quotation specification.
- Submission of all document for execution of written contract.
- Submission of document showing details of the payment of any taxes as applicable.

In case of CMC/AMC as per the Municipal procedure the 80 % payment will be made subject to

- Satisfactory supply & installation of material as per quotation specification.
- Submission of all documents along with Bank Gaurantee/ contract deposit against CMC for execution of written contract.

& balance 20% will be release only after

- execution of written contract.
- Performance Noc of user dept. .

#### **16. Validity:**

The Bid/Quotation shall remain firm and valid at least for 120 days i.e. will be valid up to 120 days from the date of opening the Bid/Quotation.

#### **17. Completion / Delivery period:**

The Bid/Quotation shall include free delivery at Concern Dept., Seth A.J.B. Mun. ENT. Hospital, Fort Mumbai – 400001. Delivery period should not be exceeded above 60 days from the date of receipt of purchase order. Installation of the equipment should be carry out within 30 days from the date of delivery of Equipment.

#### **18. Guarantee:**

The successful Bidder will have to furnish Municipal prescribed form affixed with a separate affidavit stamp of Rs. 200/- at the time of supply. If the cost of work is more than Rs. 50000/- the successful quotationer shall enter into a written contract agreement on Rs.500/- stamp paper. In case CMC/AMC is applicable, bidder the will be submit the Bank Guarantee /security deposit along with contract documents.

#### **19. Supply:**

Supply should be made within 60 days from release of purchase order and installation should be made within 30 days from the days of supply.

#### **20. Penalty:**

For failure to comply with the order placed for work / supply of the articles & installation of equipment within the stipulated period a penalty equivalent to 1/2% per week or part

thereof on the value of the delayed work / supply of articles will be recovered from the contractors without making any reference to the contractors. The amount of the penalty will,, however, be subject to the maximum of 10% of the contract sum.

**21. General conditions of the contract:**

1. Please fill the quotation according to the specification & submit the mentioned certificate otherwise your quotation will be considered as invalid.
2. The Bidder shall include all taxes, duties and levies. No changes will be paid extra due to ignorance on the part of the Bidder.
3. The successful Bidder will be solely responsible for any damages to the Municipal property, accidents and injurious to human life of contractor's labourers or Municipal labourers, reinstatement of damage property and / or arrangement for the compensation to any loss or damages to human life or site, if caused, shall be reason ability of successful contractor.
4. It is essential on the part of the Bidder to collect full details/specifications of the material to be supplied.
5. The undersigned on behalf of Municipal Commissioner reserves the right to accept or reject any or all Bid/Quotations, full or in part, without assigning any reason thereof.
6. Duly filled CONTRACT AGREEMENT FORM (attached herewith as ANNEXURE) shall be submitted within prescribed time limits, wherever specified, after awarding the contract to the successful contractor.

**22. Disclaimers and Rights of Procuring Entity:**

The issue of the Tender Document does not imply that the Procuring Entity is bound to select bid(s), and it reserves the right without assigning any reason to

1. Reject any or all of the Bids, or
2. Cancel the tender process or
3. Abandon the procurement of the Goods or
4. Issue another tender for indential or similar Goods

**-Sd-**  
**Chief Medical Officer**  
**Seth A.J.B. Municipal ENT Hospital**

**Sd-**  
**Executive Health Officer**  
**Public Health Department**

**ANNEXURE - "A"**  
**e-Tender ID**

**Bidder Profile**

**Particular of Bidder (To be submitted in Bidder's Letterhead)**

<b>Sr. No.</b>	<b>Descriptions</b>	
1.	Name of the Bidder	
2.	Postal Address	
3.	Telephone Numbers	
4.	Fax Numbers	
5.	Constitution of the Company	
6.	Name & Designation of the person authorized to make commitments to the BRIHANMUMBAI MUNICIPAL CORPORATION	
7.	Email Address	
8.	Year of commencement of business	
9.	Turnover of the company for last 3 years	
11.	GST registration Number	
12.	PAN Document Number	
13.	Mention all the third party certification (please enclose the copies of the certificates)	
14.	Brief Description of facilities available with the bidder	
15.	MCGM Vendor No	
16.	Bank Details.	
17.	Bank Account Type and Number.	
18.	MICR No. of Bank and IFSC Code	

**Signature & Seal of the Bidder**

**ANNEXURE -B**

(To be uploaded in Packet B)

**e-Tender ID - 2024\_MCGM\_1050593**

**COMPARISON STATEMENT**

Tenderer should submit information in the following proforma

Sr No	Technical particulars / Description as per tender.	Technical particulars /Description of offered Equipment /Model (To be Filled by Bidder)	Catalogue / Brochure /Document Reference No. (To be Filled by Bidder)
A	Name of Equipment		
B	Name of Manufacturer		
C	Model of Equipment		
Specification to be filled up			
D	Makes and Models of Equipment quoted.		
	1		
	2		
	3		
	4		
	5		

I/We have gone through all the details tender specification of MCGM and offered our specification as mentioned above.

I also undertake to supply the equipment as per same specification quoted by me.

**Full Signature of the tenderer  
with Official Seal & Address**

**Annexure- C**

(On Rs. 500/- Stamp Paper)

**DECLARATION CUM INDEMNITY BOND**

I, \_\_\_\_\_ of \_\_\_\_\_, do hereby declared and undertake as under.

1. I declare that I have submitted certificates as required to Executive engineer (Monitoring) at the time of registration of my firm/company \_\_\_\_\_ and there is no change in the contents of the certificates that are submitted at the time of registration.
2. I declare that I \_\_\_\_\_ in capacity as Manager/Director/Partners/Proprietors of \_\_\_\_\_ has not been charged with any prohibitory and /or penal action such as banning (for specific time or permanent)/de-registration or any other action under the law by any Government and/or Semi Government and/or Government undertaking.
3. I declare that I have perused and examined the tender document including addendum, condition of contract, specifications, drawings, bill of quantity etc. forming part of tender and accordingly, I submit my offer to execute the work as per tender documents at the rates quoted by me in capacity as \_\_\_\_\_ of \_\_\_\_\_.
4. I further declare that if I am allotted the work and I failed to carry out the allotted work in accordance with the terms and conditions and within the time prescribed and specified, MCGM is entitled to carry out the work allotted to me by any other means at my risk and cost, at any stage of the contract.
5. I also declare that I will not claim any charge/damages/compensation for non availability of site for the contract work at any time.
6. I declare that I will positively make the arrangements of the required equipment on the day of commencement or with respect to the progress of the work in phases, as per the instructions of site in charge.

**Signature of Tenderer/ Bidder**



## ANNEXURE - D

(to be submitted on Stamp paper/ Franking of Rs. 500/-)

### CONTRACT AGREEMENT

This Agreement is made and entered into at Mumbai this.....

#### BETWEEN

The Municipal Corporation of Greater Mumbai, a body corporate having perpetual succession and a common seal constituted by the Mumbai Municipal Corporation Act, 1888, here in after referred to as “the BMC” (which expression shall unless repugnant to the context or meaning there of the deemed to mean and include its successor or successors, administrator and assigns).

#### REPRESENTSD BY

Shri / Smt..... Here in after referred to as “**Executive Health Officer**” (Which expression shall unless repugnant to the context or meaning there of be deemed to mean and include the successor or successors for the time being holding the office of “**Executive Health Officer**” the Municipal Commissioner) **of the First Part.**

#### AND

Proprietor / Partner of ..... having its registered office at ..... here in after referred to as “**The CONTRACTOR**”(Which expression shall unless repugnant to the context or maliging there of be deemed to mean and include the Trutees or Trust, the survivors or survivor of them and the heirs, executors and administrators of the last survivor of them) **of the Second Part.**

#### WHERE AS

**A.** The Municipal Commissioner for BrihanMumbai has deputed under Section 56 of the Mumbai Municipal Corporation Act 1888, the powers of the Municipal Commissioner for BrihanMumbai “**Executive Health Officer**”

**B.** The “**Executive Health Officer**” behalf of BMC has invited quotation in the matter of contract work..... Here in after the above referred contract work is referred to as “The said contract work”

**C.** After scrutiny of various e-quotation / e-tenders revived, the e-quotation/e-tender submitted by “**Executive Health Officer**” i.e. the contractor here in was accepted by **Executive Health Officer** by ..... the Sanction No. in the matter of the ward

of the said contractor work subject to the contractor agreeing to comply with the terms and conditions here in after appearing which the contractor has agreed to comply.

**D.** the contractor having to agree comply with the terms and conditions here in after appearing in decision of recording the same pursuant to compliance where of **“Executive Health Officer”** for and on behalf of the BMC has agreed to award the said contract work to the contractor.

**NOW THIS AGREEMENT WITNESSTH AND IT IS HEREBY AGREED BY AND BETWEEN THE PARTIES HERETO AS FOLLOWS:-**

1. The parties here to agree that the recitals enumerated here in above shall be deemed to form part and parcel of the term and conditions of the contract agreement.

2. **“Executive Health Officer”** for on behalf of BMC here by M/S..... i.e. the contractor the said contract here work on the terms and condition her in after appearing.

3. The contract period of the said contract work shall commence for ..... and shall remain force up to..... Unless the contract agreement is terminated by **“Executive Health Officer”** for and on behalf of BMC for breach of any of the terms and condition here in after appeasing .

4. The contractor here by agreed to undertake the said contract work during the contract period as enumerated in clause 3 here in above consonance terms and conditions as contain in the documents here in after mentions and on the terms and conditions herein after appearing.

5. The following documents are and shall be deemed the form part of the contract agreement and shall be read and continued as part of this contract agreement as if they were incorporated in this contract agreement.

- e-Quotation /e-tender document no.
- Specification, terms and condition special condition, General terms and condition and schedule of quantities enumerated in E-Quotation/E-tenders as announced here with .
- E-Quotation/e-tender submitted by the contractor.
- Financial offer(percentage) submitted by the contractor.
- Offer letter awarding the said contract work to the contractor.

6. In consideration of the payment to be made by the **“Chief Medical Officer”** for on behalf of the BMC to he contractor as here in after mentioned for execution of the said contract work during the contract period the contractor here by convents with **“Executive Health Officer”** to execute the said contract work in conformity in all respect with the terms and conditions here in above referred documents.

7. **“Executive Health Officer”** for on behalf to he BMC convents to pay to in consideration of the execution of the said contract work during contract period the contract

price Rs..... At time in the manner prescribed by the here in above referred document which are deemed to form part of the contract.

**8. “Executive Health Officer” shall be entitle to terminated this contract agreement by servicing upon the contractor notice in the event “Executive Health Officer” forms an opinion that the contractor during the contract period has failed to execute the said contract work in conformity in all respect with the terms and conditions contract in the here in above referred documents.**

**9.** The contractor her by agrees that is t shall be lawful for “Executive Health Officer” to terminate this contract agreement for the reason enumerated in clause 6 above.

**10.** All cases of dispute shall be referring to the ADDL. Municipal Commissioner and the decision of the Addl. Municipal Commissioner one such cases of disputed shall be final and binding upon the contractor.

**11.** The Legal charges (if any), stamp duty and registration charges of the contract agreement shall be borne and paid by the contractor.

**IN WITNESS WHER OF THE PARTIES HER TO HAVE PUT THEIR HANDS AND SEAL THE DAY YEAR FIRST HERE IN ABOVE WRITTEN.**

The Municipal Corporation of Greater Mumbai )

Is here to affixed )

In the presence of )

1. )

2. )

Two Members of the Standing Committee )

Who have affixed their respective signature )

In token there of )

In the presence of )

1. )

2. )

SIGNED SEALED AND DELIVERD )

By the within named: )

Shri..... )

“Executive Health Officer” )

Representing )

The Municipal Corporation of Greater Mumbai )

In the presence of ..... )

1. )

2. )

**SIGNED SEALED AND DELIVERD** )

By the within named )

In the presence of )

1. )

2. )

**ANNEXURE - E**

**(To be uploaded in Packet B)**

**e-Tender ID - 2024\_MCGM\_**

**Tenderer should submit information in the following proforma**

**(Technical Offer for Spares applicable in case of Annual Maintenance Contract)**

<b>Item Group No</b>	<b>Items Description in Commercial Bid for single unit</b>	<b>Description of the Items</b>	<b>OEM/ Proprietary</b>	<b>Open/ General</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>

Full Signature of the tenderer with  
Official Seal & Address

**ANNEXURE -F**

(To be uploaded in Packet B)

**e-Tender ID - 2024\_MCGM\_**

Tenderer should submit information in the following proforma

**(List Of Consumables)**

(To be uploaded in Packet 'B')

<b>Item Group No 1</b>	<b>Items Description in Commercial Bid for single unit 2</b>	<b>Description of the Items 3</b>	<b>OEM/ Proprietary 4</b>	<b>Open/ General 5</b>
<b>Item</b>				
1	Consumable 1			
2	Consumable 2			
3	Consumable 3			
4	Consumable 4			
5	Consumable 5			
6	Consumable 6			
7	Consumable 7			

- Bidder shall clearly mention the type of consumables mentioned above i.e. OEM / Proprietary or Open/General with 'Yes' or 'No' comment against each consumable.
- The rate quoted for consumables shall be freezed for 8 years, shall be considered for evaluation.
- Any additional consumables other than mentioned above shall be covered under warranty and CMC.

Full Signature of the tenderer with  
Official Seal & Address

## Quotation Form

(To be uploaded in PACKET A)

To,  
The Municipal Commissioner  
Municipal Corporation of Greater Mumbai

Sir,

1. I / We.....(full name in capital letters starting with surname), the Proprietor /Managing Director / Holder of the business for the establishment / firm / registered company named herein below do hereby state that I / We have read, examined and understood the contents of following documents relating to ....
  1. Invitation to Quotationers
  2. Instructions to Vendors participating in e-Quotation Process
  3. Flow of activities of e-Quotation
  4. Important General Conditions and Instructions to Quotationers
  5. Items Descriptions
  6. Scope of supply and Technical Specifications
  7. Contract Agreement form (Proforma for Article of Agreement)
  8. Annexures
  9. Details of the Item Data in SRM :- (Rate to be filled by Quotationer in commercial offer)
  10. Corrigendum if any
2. I / We have examined the details/ specifications of supply to be made and noted all the terms and conditions and accordingly hereby e-tender for execution of the supply referred to in the aforesaid documents, at the rate quoted for respective item in the item data in SRM.
3. I/ We have paid the Earnest Money Deposit (E.M.D.) online for INR..... and we are aware that this EMD shall not bear any interest till it is with BMC.
4. I / We also agree to keep this e-Quotation open for acceptance for a period of **120 days** from the date for opening the same and not to make any modifications in its terms and conditions which are not acceptable to the Corporation.
5. I/We hereby further agree to execute agreement in the prescribed pro-forma and shall bear all the charges of whatsoever nature in connection with the preparation, Stamp Duty and execution of the said contract.
6. I / we have offered our rates in the prescribed format and uploaded it along with the bid document.

7. I/We further state that I/We have separately furnished an undertaking / declaration in the form with regards to agreeing to the terms and conditions in corporate in the bid documents and various declarations as per requirement of BMC and I/We shall abide by them all respect throughout the period of contract.

Yours faithfully,

Address:

.....  
.....  
.....

**Full Signature of the tenderer with**

**Official Seal and Address.**

1. ....
2. ....
3. ....
4. ....

Full Names and Residential Address

of all the partners constituting The firm:

1. .... A/c. No.....

..... Name of the Bank.....

2. .... Name of the Branch.....

.....

3.....

.....



## **Specifications Pocket Otoscope**

### **Quantity 12 nos.**

1. Should have a sleek body.
2. Should be sturdy and should not slip.
3. Should have good quality handle, rust proof ( preferable redefined plastic or chrome).
4. Should have bright light preferably white for better illumination.
5. Should have attachment clip.
6. Should have integrated on/off switch.
7. Viewing window lens should have more than 3X magnification.
8. Should have replaceable batteries Size AA (not more than 2 cells).
9. Should have at least 4 reusable tips and not less than 10 disposable tips.
10. Unit should be Heine, Welch Allyn make.
11. Should have 1 year warranty.

-sd-

**Honorary ENT Surgeon**

-sd-

**Chief Medical Officer  
Seth A. J. B. Municipal ENT Hospital**