

**NATIONAL INSTITUTE FOR EMPOWERMENT OF PERSONS WITH
MULTIPLE DISABILITEIS (NIEPMD)**

(Dept. of Empowerment of Persons with Disabilities, Ministry of Social Justice & Empowerment, Govt. of India)
East Coast Road, Muttukadu Kovalam P.O, Chennai- 603 112

Tel:044-27472113, 27472046 Fax: 044-27472389, www.niepmd.tn.nic.in Email:niepmd@mail.com

TENDER NOTICE- RATE CONTRACT FOR SPECIAL MATERIALS

Sealed tenders are invited in two bid system i.e. (i) Technical bid and (ii) Financial bid to finalize **Annual Rate contract** from reputed agencies & Suppliers with experience in supplying Special materials to reputed institutions and who has proven track record with an annual turnover of not less than **Rupees One Crore**. The tender document can be purchased from NIEPMD at above address. The tender document can also be downloaded from our website www.niepmd.tn.nic.in and submitted along with DD for Rs.1000/-drawn in favour of Director, NIEPMD, Payable at Chennai.

Last date for sale of Tender Document	-	3.30 PM. on 30 th April 2015
Cost of Tender document	-	Rs.1,000/-
Last Date, Time & place for submission of Tender Document	-	3.30 PM. On 30 th April 2015 Tender Box at NIEPMD
EMD	-	Rs.20, 000/-
Date & Time of Opening of Tender Documents	-	04.00 PM. on 30 th April 2015

Tele: 044-27472046/27472113 Telefax: 044-27472389 Email:niepmd@gmail.com

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DIRECTOR

National Institute for Empowerment of Persons with Multiple Disabilities (NIEPMD) is a Central Autonomous Body under the Ministry of Social Justice & Empowerment, Government of India. The Institute intends finalise Annual Rate Contract for procurement of special aids appliances. The material will be for free of cost distribution to the beneficiaries with Multiple Disabilities under ADIP scheme.

NIEPMD is inviting sealed tenders from reputed suppliers & agencies with proven track record and an annual turnover of not less than Rupees One Crore to supply the materials as per the specifications provided in Tender Notice. Detailed terms and conditions, tender format can be downloaded from the institute's website www.niepmd.tn.nic.in or can be obtained from our office in Chennai on all working days from 08.04.2015 to 30.04.15 between 10.00 PM to 03.30PM.

Date: 08 Apr 2015

Deputy Registrar (Admin)

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DIRECTOR

GENERAL TERMS & CONDITIONS:

1. The tender will be available on all working days from forms 08.04.2015 to 30.04.15 between 10.00 AM. and 03.00 PM.
2. The Technical Bid should accompany a Demand Draft of Rs. 20,000/- (Rupees Twenty thousand only) drawn on any nationalized Bank in the Name of "**Director, NIEPMD Chennai**" payable at Chennai towards Earnest Money Deposit (EMD). In case of tender document downloaded from our web site tender document fee of Rs. 1,000/- (Nonrefundable) in the form of Demand Draft of any nationalized bank in the Name of "Director, NIEPMD" to be enclosed along with Technical Bid. In case document purchased from our office, receipt should be enclosed. Tender received without EMD & Tender Fee or lesser amounts will be summarily rejected.
3. No alteration or amendments shall be allowed after submission and opening of the tenders.
4. "**Tech Bid**" and "**Financial Bid**" put in different envelopes duly marked as such on the top of the envelop shall be put in a large envelop. The large envelop super scribed with "**TENDER FOR SPECIAL AIDS APPLIANCES**" and addressed to the Director, NIEPMD, Chennai and must reach NIEPMD, Chennai either by **speed post or Courier** by 3.30 PM. on or before 30th April 2015.
5. Tenders shall be opened in presence of firm owner/representatives of the tendering parties who wish to remain present. Only one representative if any with the certificate of the firm shall be allowed in the room for opening the tenders.
6. The bidder should display the sample materials during the Technical evaluation.
7. The list of technically qualified bidders will be published on the Notice Board of NIEPMD on the same day or after technical evaluation.
8. The financial bids of technically qualified bidders only will be opened on the same day or the time of opening will be intimated.
9. The order will be awarded for supply of "**Tender for Special aids appliances** with the lowest quoted bidder from the technically qualified bidders.

DEFINITION

- a) The term Institute shall mean NIEPMD, Chennai.
- b) The term Bidder shall mean the bidder selected by the Institute for the supply of materials.

SCOPE OF WORK:

Ministry of Social Justice and Empowerment, Government of India has entrusted NIEPMD to execute the ADIP Scheme in order to provide aids and appliances to persons with disabilities. On behalf of ministry NIEPMD intends to distribute.

NIEPMD is inviting sealed Tenders from reputed suppliers & Agencies with proven track record and with an annual turnover of not less than **One Crore** to supply the following items as per specifications mentioned against each item.

The Vendor has to produce sample of materials to qualify technically. In case of rejection of samples financial bid of bidder will not be considered.

THE ITEMS SPECIFICATION IS GIVEN BELOW:

(a) CP Chair Dimensions details

SI No	Particulars	Size				
		Large	Medium	Small	Extra small	Extra large
01	Leg height / seat height	18"	16 1/4 "	14 1/2"	12 1/2 "	24"
02	Seat width	16 1/4	16	13 1/4 "	12"	21"
03	Seat depth	16 3/4	16	13 1/2	12	21
04	Forearm rest height from seat level	16 3/4	16	13 1/2	12	12
05	Back support height from seat level	18"	16 3/4"	14 1/2"	12"	22"
06	Lap board Dimension length width Shape- rectangular with abdominal cutout	30"x24"	28"x22"	20"x18"	18"x16"	30"x24"

(b) CORNER CHAIR DIMENSIONS DETAILS

SI No	Particulars	Size			
		Large	Medium	Small	Extra small
01	Leg height / seat height	12"	10"	9"	7"
02	Seat width	21"	18"	18"	17"
03	Seat depth	14 3/4"	13 1/2"	11 3/4"	11"
04	Forearm rest height from seat level	7"	7"	7 1/2"	5"
05	Back support height from seat level	24"	20"	18"	16"
06	Leg distance between anterior two legs	18"	18"	17 1/4 "	16"
07	Back support width	12"	10"	8"	6"
08	Lap board Dimension length width Shape- semicircular with abdominal cutout	26" x 12"	25" x 12"	25" x 12"	20" x 10"

CP CHAIR CROSS SECTORAL DIMENSIONS AND OTHER DETAILS

Sl.no	Particulars	Material	Dimensions
01	Leg	Padak wood (1 st Quality)	1 3/4 " x 1 3/4 "
02	Arm rest	Padak wood (1 st Quality)	Width-2 1/2 " Thickness 3/4 "
03	Back support cross bar	Padak wood (1 st Quality)	Width-2 1/2 " Thickness- 3/4 "
04	Seat	Padak wood (1 st Quality)	Thickness- 3/4 "
05	Seat support cross bar	Padak wood (1 st Quality)	Thickness- 3/4 " Width-1 1/2 "

06	Foot rest	1 st quality plywood	Thickness- $\frac{3}{4}$ "
07	Lap board	1 st quality plywood	Thickness- $\frac{1}{4}$ "
08	Lap board beading top surface edge	Padak wood (1 st Quality)	Thickness- 1 $\frac{1}{2}$ " Width-1"
09	Lap board beading bottom surface edge	Padak wood (1 st Quality)	Thickness- $\frac{3}{4}$ " Width-1"
10	Chest strap- adjustable	Heavy duty cotton fabric with Velcro hook & loop closure	Width-2 "
11	Adductor mid-thigh strap	Heavy duty cotton fabric with Velcro hook & loop closure	Width-2 "
12	Foot strap	Heavy duty cotton fabric with Velcro hook & loop closure	Width-2 "
13	painting	Parrot green- double coating	Asian Paint

CORNER CHAIR CROSS SECTIONAL DIMENSIONS AND OTHER DETAILS

Sl.no	Particulars	Material	Dimensions
01	Leg	Padak wood (1 st Quality)	1 $\frac{3}{4}$ " x 1 $\frac{3}{4}$ "
02	Arm rest	Padak wood (1 st Quality)	Width-2 $\frac{1}{2}$ " Thickness- $\frac{3}{4}$ "
03	Seat	Padak wood (1 st Quality)	Thickness- $\frac{3}{4}$ "
04	Seat support	Padak wood (1 st Quality)	Thickness- $\frac{3}{4}$ "
05	Lap board	1 st quality plywood	Thickness- $\frac{1}{2}$ "
06	Chest strap- adjustable	Heavy duty cotton fabric with Velcro hook & loop closure	Width-1 $\frac{1}{2}$ "
07	Leg strap	Heavy duty cotton fabric with Velcro hook & loop closure	Width-1 $\frac{1}{2}$ "
08	Adductor bar	Wooden with foam and water proof rexin covering	Height-4" Diameter-2 $\frac{1}{2}$ "
09	painting	Parrot green- double coating	Asian paint

(c) STANDING FRAME

Specifications:

- Standing frames designed to offer support for children with mobility disabilities.
- They feature height adjustable chest and pelvic straps in addition to adjustable knee pad height and foot restraints.
- Designed with a reversible superstructure, it allows a child to be fitted in from the front or rear.
- The stand is detachable from the baseboard for storage and transportation.
- Accommodates children 32 to 53 inches in height.
- Accommodates children weighing up to 65 pounds
- To padded with soft cushion at all the edges and pressure points like fore arm rest lap board.
- Straps also should be made up of cushion materials.

(d) WALKER FOLDABLE

Specifications:

Sl no	Particulars	Dimension
01	Width inside hand grips	17"
02	Width inside base legs	20- ½ "
03	Overall depth	Open 16- ½
04	Height adjustment	25-3/8" -32-3/8 "
05	Product weight	5 LB 1 oz (approx.)
06	Product weight capacity	300LB (approx.)

(e) WALKER NON FOLDABLE

Specifications:

Sl. no	Particulars	Dimension
01	Depth (in.)	30.00in (approx.)
02	Height (in)	6.00 in (approx.)
03	Width (in)	37.50 in (approx.)
04	Weight capacity (IB)	350(approx.)
05	Padded grip	Yes
06	Type of material	steel

Special Terms & Conditions:

1. The bidder should have their own agency facility. Proof to be enclosed in the Tech Bid.
2. **Material Sample available at Institute and can be seen on all working days from Monday to Friday between 10.00AM to 03.30 PM before quoting.**
3. The bidder should have an annual minimum turnover of **Rs.1 crore**. Proof of certificate for turnover is required to be submitted with the tender (**copy of the balance sheet with profit and loss account should be enclosed with technical bid.**)
4. The applying firm must be registered with the Sales **Tax / Value Added Tax** and the supporting proof for the same is to be attached.
5. Bidders should provide brief profile of their work experience for the last three years along with the relevant samples of the similar work done earlier.
6. The tender received through fax / e-mail or received late due to postal delay etc. will not be accepted. The parties have to ensure the receipt of bids well in time.
7. The successful bidder will be required to execute a performance security of ten percent of the value of the contract in form of fixed Deposit with bank with lien made until the contract is over or one year, whichever is later.

8. In case of not depositing or showing inefficiency to deposit the performance security after successfully qualifying, the quotation will be treated as cancelled.
9. Technical & Financial bids to be submitted in separate sealed envelopes marked to the Director, NIEPMD.
- 10. The materials should be delivered at Chennai and to other parts of the country. The transportation charges in the cheapest available mode to Chennai and other locations in India will be paid by NIEPMD. No other charges will be paid.**
- 11. The total cost quoted should be exclusive of taxes. Applicable taxes to be mentioned separately. Tax applicable at the time of invoice will be paid.**
- 12. The price quoted should be valid for twelve months. NIEPMD, based on various program/activities, the requirements may increase or decrease the estimated Quantity.**
- 13. NIEPMD reserves the right to accept / reject / select more than one Agency.** And to annul the bidding process of any or all bids at any time prior to award of contract without thereby incurring any liability to the affected bidders.
14. The tender will be appraised by committee formed by NIEPMD.
15. NIEPMD shall without prejudice to its other remedies under the contract, deduct from the Contract price, as Liquidated Damages a sum equivalent to 2.5% of the price of delayed Goods or unperformed services for delay of each day until actual delivery or performance, up to a maximum deduction of 20% of the contract price. Once the maximum is reached, NIEPMD may consider termination of the contract and can forfeit the Performance Guarantee amount.
16. The Financial bids of suppliers who are not qualified technically will be returned unopened.
17. The payment will be made within thirty working days after the clear receipt of supply.

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

Name, Designation & Signature of the bidder with the seal

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TECHNICAL BID

(To be enclosed in separate sealed cover)

Name and address of the bidder:

Note: A DD for Rs. 20,000/-(EMD) should be enclosed with this bid.

1. Name of the bidder
 - a) Full postal address

 - b) Full address of the premises

 - c) Telegraphic address

 - d) Telex number

 - e) Telephone number

 - f) Fax number
2. Monthly supply capacity of goods quoted for
 - a) Normal

 - b) Maximum
3. Total annual turn-over(value in Rupees)(2013-2014)
(Copy of Balance Sheet / Audit Statement / IT returns, etc to be attached as proof)
4. Past supply details for 3 years (major orders only)
5. Whether similar job work undertaken in the past, if so details.
(Samples to be displayed if required)

Customer	Quantity supplied	Year
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6. Have you worked with NIEPMD earlier? If yes, please give details of the work done.

Signature and seal of the bidder

CHECK LIST

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

Sl. No.	Particulars	Yes / No
01.	Technical Bid	
02.	Demand Draft for ₹1000/- (Rupees Five Hundred only) in favour of Director, NIEPMD, Chennai as cost of Tender (Non-Refundable) .	
03.	Demand Draft for ₹ 20,000/- (Rupees Twenty Thousand Only) in favour of Director, NIEPMD, Chennai as EMD. (Demand Draft only. No other means will be accepted).	
04.	List of previous supplies (attach copy of purchase orders / completion report if available).	
05.	Copy of appropriate PAN Card	
06.	Copy of Income Tax Return of the firm/company/agency (Individual in case sole proprietary firm) for last financial year.	
07.	Copy of Registration with Service Tax/ Sales Tax/ VAT Department.	
08.	Undertaking to supply on credit of 30 days after clear receipt of materials	
09.	Certified copies of abridged balance sheets along with profit & loss account of the firm (tenderer) in support of annual financial turnover during the last years, ending 31st March 2015 of the previous financial year, should be at least One Crore . (Attach Proof)	

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FINANCIAL BID

(To be enclosed in separate sealed cover)

Sl. No	Items	Quantity	Cost per Unit.	Total	Taxes applicable	Any other	Total
01	C.P. Chair (Small)	45Nos.					
02	C.P. Chair (Medium)	35Nos.					
03	C.P. Chair (Large)	35Nos.					
04	C.P. Chair (Extra Large)	35Nos.					
05	Corner Chair (Extra Small)	25Nos.					
06	Corner Chair (Small)	40Nos.					
07	Corner Chair (Medium)	35Nos.					
08	Corner Chair (Large)	20Nos.					
09	Walker Foldable	50Nos.					
10	Walker Non-Foldable	50Nos.					
11	Standing Frame	100Nos.					

Signature and seal of the bidder