



**Guru Nanak Dev University, Amritsar**  
**Tender Notice**  
**Tender No. GNDU/Gen/001**

Sealed Tenders are hereby invited for routine samples drawn/obtained from OPD patients from Health Centre, Guru Nanak Dev University Campus, Amritsar. Technical & Other terms & Conditions can be downloaded from the university website [www.gndu.ac.in](http://www.gndu.ac.in). Offers must reach the office of Registrar within 15 days of notice i.e. upto 03-01-2026.

**REGISTRAR**

**Guru Nanak Dev University, Amritsar**  
**(General Branch)**

**General Terms & Condition for Setting up Sample Collection centre in the University Health Centre.**

1. The university is interested to Setting up Sample Collection Centre in the University Health Centre.

**2. Tender Cost and Security amount to be Deposit:**

The applicant shall have to submit Tender cost and Security amount Deposit separately alongwith tender in the form of Bank Draft in favour of “Registrar, Guru Nanak Dev University, Amritsar. The amount are as under:-

<b>Tender Cost</b>	<b>Security Amount</b>
Rs. 1000/- (one Thousand only)	Rs. 1,00,000/- ( One Lakh rupees only)

3. Important dates regarding Tenders :-

<b>Last Date for receiving of Tender by Registered Post/Speed Post/Courier</b>	<b>Date of opening of Technical Bid</b>	<b>Date of opening of Financial Bid</b>
<b>03-01-2026</b>	<b>To be intimated later on</b>	<b>To be intimated later on</b>

**4. Eligibility Criteria**

- i) Laboratory must be NABL accredited
- ii) Bidder should have an experience of at least three years and should have proven record of infrastructure and network to be able to provide such investigative service.

**5. Criteria for the selection:**

The bidder has to compete on the overall percentage of discount to be offered on all the listed tests (**Annexure-1**) as a whole. (Varied discount on individual tests will not be considered)

**6. Two bid system:**

The tender is required to be submitted in two bids viz “Technical Bid” and “Financial Bid” respectively. Each and every page of the quotation is to be serially numbered and duly signed by authorized signatory/empanelment submissioner. Both the envelopes are to be put in a single envelope superscribing “Tender submission for carrying out selected Clinical Lab. Investigations” with name of the Tender submission for carrying out selected Clinical Lab. Investigations” with name of the Tenderer and specifying the number of sealed envelopes enclosed/inserted.

**7. Technical Bid:** This should include following:

- i) Cash Receipt/DD towards Tender cost (Rs. 1000/- in the name of “Registrar, Guru Nanak Dev University).
- ii) Terms & Conditions duly signed by the tender submission along with seal.

- iii) List of Doctors/Medical- Para Medical Staff.
  - iv) Copies of Statuary Certificates.
8. Technical details of the quoted tests as per following format:

Sr.No.	Name of the test	Name & Address of lab in case of outsourced	Method/Technique/ Equipment	Maximum time required for report
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9. **Financial Bid:** It should comprise of following:

- i) All pages of the quotation must be signed by the Tender submissioner.
- ii) Charges for the listed investigations on **Annexure I.**
- iii) The financial Bid of only those tender submissioners whose technical bids are fully accepted shall be opened.
- iv) The successful tender submissioner shall execute an agreement containing all the terms and conditions mentioned above in the submission document on a non-judicial stamp paper of Rs. 100/- ( Rs. One Hundred Only)
- v) In case the agency/firm fails to execute the job after entering into the contract or terminate the contract before completion of period of contract at their own accord, the G.N.D.U. shall have the right to encash the Bank Guarantee provided
- vi) Package Deal Details if any.

10. **General Terms and Conditions:**

- i) Apart from Investigations listed on Annexure I, the applicant may submit list and price of other available tests (Charges of these tests will not affect the selection criteria).
- ii) The Lab. Agency shall raise the Invoice (with taxes applicable if any) on their letter head as per the terms and condition of tender document.
- iii) The Lab. Agency will provide laboratory investigations and no payment will be made to them for investigations which are not mentioned in the referral form.
- iv) During the Investigation of GNDU beneficiary, the Lab. Agency will not ask the IP/beneficiary/attendant to purchase separately the medicines/sundries/equipment or accessories (required for investigation) from outside.
- v) Any legal liability arising out of such laboratory investigations services shall be the sole responsibility of the Lab. Agency and shall be dealt with the concerned Agency.
- vi) Patient visiting the centre of Lab./Agency without permitted requisition form of GNDU, campus shall not be entertained by the centre.
- vii) Contract shall be initially for a period of one year, which may be extended upto 5 years subject to annual review and recommendation by Peer Review Committee.
- viii) The Lab. Agency must certify that they shall charge as per quoted rates in the tender document
- ix) GNDU reserves the rights to accept/reject one or all applications at any time without assigning reasons thereof.
- x) No interest will be paid on EMD/Security Deposit.
- xi) "Force majeure" will be applicable to the agreement made.
- xii) Any difference or dispute arising out of contract will be submitted for arbitration. University shall appoint an arbitrator whose decision shall be final.
- xiii) Courts at Amritsar shall have the exclusive jurisdiction to deal with legal issues/disputes arising out of contract.
- xiv) Statutory requirements: The Centre/Centres of Lab. Agency must fulfill all statutory requirements.

- xv) If some Laboratory Investigations are not available at the centre, then the centre will make arrangement to get the required investigations as per terms and conditions of the tender document.
- xvi) The bid shall be valid for 180 days from the date of opening.
- xvii) In case the successful tenderer declines the offer of contract, for whatsoever reason(s), their Security will be forfeited.
- xviii) A formal contract shall be entered into with the successful tenderer. In this contract, the successful tenderer shall be defined as contractor.
- xix) The successful bidder shall enter in a contract to provide internship (1 full semester, 6 months, free of cost) to B.Sc. Medical Lab students, under the supervision of qualified doctor during 6<sup>th</sup> Semester of the University in his Lab.

#### **11. Collection of Samples:**

- i) The successful bidder shall make his own arrangements at his cost to get the samples collected from the Health Centre, Guru Nanak Dev University, Amritsar everyday under ideal conditions specific for the samples. Routine samples drawn/obtained from OPD patients and wards must be collected between 8:00 A.M to 12:00 A.M every day and in case of any emergency investigations the sample must be collected as and when informed telephonically round the clock. The Lab. Agency shall have to provide containers sample collection device (vacutainers), related material for collecting all samples to be outsourced as well as make arrangement of their safe transit.  
Note: Extra charges for Home Collection of samples can be claimed
- ii) In case of inability to collect samples from the sample collection centre as per the requirement of the sample collection centre or not furnishing test reports within stipulated time, a penalty up to Rs 500/- (Rupees Five Hundred Only) per such instance may be levied on the Lab Agency by University in addition to any extra cost incurred whatsoever by the Health Centre patient, G.N.D.U, Amritsar on analysis of samples from the open market shall be recovered from the Lab. Agency by deducting the same from the monthly bills.

#### **12. Penalty Clause:**

Lab Investigations can't be denied on the pretext on non-availability of specialists/non-functioning of equipment etc. failing which investigations may be got done from other than empanelled centre and any excess payment made to the other centre for this purpose will be deducted from the pending bills/Security money.

#### **13. Submission of Reports:**

- i) The approved Lab. Agency shall have to make necessary arrangements at his cost to deliver the reports of routine investigations of samples collected duly signed by the competent authority by minimum possible time. In emergency cases reports may also be asked/communicated telephonically/e-mailed to the MO, Health Centre, G.N.D.U, Amritsar.
- ii) The reports shall have to be prepared in triplicate out of which two copies should be sent to the Health Centre immediately. The third copy shall be enclosed in one bunch later on along with the bills. The report may also be e-mailed prior to sending hard copies.
- iii) Home Collection Charges are negotiable.

#### **14. The report of investigation shall contains:**

- Name of the patient
- Age
- Sr. No. of Health Centre Slip
- Details of test
- Date , when the sample was sent to the outsourced lab.
- Date, when the report is sent to the Health Centre by the outsourced Lab. List of reports submitted to the Health Centre and duly signed copy will be sent back for appraisal along with the final bill submitted for payment. All copies of the investigations submitted, must be signed by the reporting pathologist/doctor in charge with stamp. The reports which are submitted after the stipulated time must be clearly marked in the list. In case of wrong diagnosis resulting out of incorrect reporting of samples, the legal liability arising out of it, if any shall entirely rest with the centre.

**15. Submission of bill must be in the following format:**

Sr.No.	Name of the Patient	Date of Investigation	%of discount	Amount of discount	Net payable
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- 16.** Income Tax deduction as applicable shall be made at source at the time of release of payment. Payment of bill will be subject to deduction of statutory liabilities, if any.
- 17.** Centre will submit bills by 10<sup>th</sup> of every month.
- 18.** If the services of Service provider are not found satisfactory at any point of time during the contract period, then the Health Centre, G.N.D.U. will give notice to the Service Provider for improvement of services/rectification of defects. If the services are not improved to the satisfaction of the Health Centre within 30 days from the date of receipt of the notice then the contract with the Service Provider can be terminated with three-month notice.
- 19.** The services of the Lab can be terminated at Health Centre, G.N.D.U, Amritsar any time with one –month notice, without assigning any reason.
- 20.** Health Centre will not be bound to allot fresh Collection Centre to the service provider in lieu of the old one.
- 21.** The Registrar will reject the proposal for award if the laboratory recommended for empanelment is found to be engaged in corrupt or fraudulent practices. Corrupt and fraudulent practice mean: the offering/giving, receiving or soliciting of anything of value to influence the action of the public official.
- 22.** Registrar will declare a laboratory ineligible, either indefinitely or for a limited period of time, to be awarded a contract if it at any time determines that the bidding laboratory has engaged in corrupt or fraudulent practices in competing for, or in executing a contract.

## Annexure - 1

S.No.	Name of the Test	Methodology
1.	Complete Haemogram (CBC)	Automated Analyzer/ Microscopy
2.	Widal Test	Tube Method
3.	Peripheral Blood Film (PDF)	Slide Microscopy
4.	Bleeding Time	IVY's Method
5.	Clotting Time	Lee & White Method
6.	HIV	Chemiluminescence Microparticle
7.	R.A. Factor - Qualitative	Immunoturbidometry
8.	R.A. Factor - Quantitative	Immunoturbidometry
9.	Australia (Hepatitis - B) Antigen	Chemiluminescence
10.	Hepatitis C	Chemiluminescence
11.	Blood Sugar (Fasting, PP)	Hexokinase
12.	Lipid Profile (Total Cholesterol, Triglycerides, LDL, HDL, VLDL, Ratios)	Fully automatic Bio-chemistry analyzer
13.	S. Amylase	Spectrometry
14.	S. Calcium	Ion Selective Electrode / Arsenzo-III
15.	S. 25 OH Vit D level	Chemiluminescence
16.	S. Uric Acid	Fully automatic Bio-Chemistry analyzer
17.	Urine Complete Examination	Automated Strip Test & Chemical Light Microscopy
18.	Urine Pregnancy Test	Immunochromatography
19.	Blood Film for Hemoparasites	Slide Microscopy
20.	Blood Group (ABO Rh)	Tube Agglutination
21.	C-Reactive Proteins (CRP) Qualitative	Immunoturbidometry
22.	C-Reactive Proteins (CRP) Quantitative	Immunoturbidometry
23.	ASO - Qualitative	Immunoturbidometry
24.	ASO - Quantitative	Immunoturbidometry
25.	VDRL	Slide Flocculation
26.	Coagulation Profile (PTI, APTT)	Photo optical Clot Detection
27.	Dengue Test Card	Enzym Immunoassay
28.	Glycosylated Haemoglobin (HBA1C) -	Turbidometric/ High Performance Liquid Chromatography
29.	Glucose Tolerance Test	Hexokinase
30.	Liver Function Tests (Bilirubin, SGOT, SGPT, Alk phosphatase, Proteins)	Spectrometry
31.	Kidney Function Tests (BUN, Creatinine, Uric acid, Electrolytes)	Spectrometry
32.	S. Vitamin B12	Chemiluminescence
33.	Thyroid Profile (T3, T4, TSH)	Chemiluminescence
34.	Serum PSA	Chemiluminescence
35.	FSH	Chemiluminescence
36.	LH	Chemiluminescence
37.	Prolactin	Chemiluminescence
38.	Estradiol	Chemiluminescence
39.	Progesterone	Chemiluminescence
40.	Cortisol	Chemiluminescence
41.	Testosterone	Chemiluminescence
42.	Insulin	Chemiluminescence
43.	Urine Micro Albumin	Immunoturbidometry
44.	Sputum Examination Test.	Light Microscopy
45.	Semen Analysis	Physical examination & Microscopy