

Guru Nanak Dev University, Amritsar

General Branch

Important Instructions

1. The envelope, carrying the tender, must supersubscribe **“Sealed tenders for routine samples to be drawn/obtained from OPD patients from Health Centres, Guru Nanak Dev University Campus, Amritsar”**.
2. Tender are to be submitted in sealed covers super-subscribing the details of tender and should be addressed to **“Assistant Registrar (General), Guru Nanak Dev University, Amritsar”** by Registered/Speed-Post within 10 days from the date of Tender notice published in the leading Newspapers.
3. That the firms who have already sent the tenders, though not accepted by the Committee for their being delayed, need not deposit the Tender Fee if they have already deposited the same with the University and intend to re-send the tender on the revised terms and conditions. But if they are not interested to apply again, the said tender fee should be forfeited.
4. Other terms & conditions have been mentioned in below link (Total 4 pages, including this one): www.gndu.ac.in -> tenders

Revised

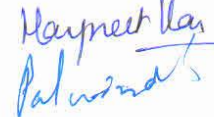
1.	Eligibility : 1. Laboratory must be NABL accredited. 2. Bidder should have an experience of at least three years and should have proven record of infrastructure and network to be able to provide such investigative service.																																																																																				
2.	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).																																																																																				
3.	Security Deposit: The selected applicant shall have to submit Security Deposit of Rs. One Lakh- I(One Lakh only) from any scheduled commercial bank in the form of Bank Draft/STDR/Bank Guarantee in favour of "Registrar, Guru Nanak Dev University, Amritsar for the period of empanelment.																																																																																				
4.	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. <table border="1" style="width: 100%;"><tr><td>I.</td><td colspan="5">Technical Bid: This should include following:</td></tr><tr><td>i.</td><td colspan="5">Cash Receipt/DD towards Tender cost (Rs. 1000/- in the name of "Registrar, Guru Nanak Dev University).</td></tr><tr><td>ii.</td><td colspan="5">Terms & Conditions duly signed by the tender submissioner along with seal.</td></tr><tr><td>iii.</td><td colspan="5">List of Doctors/Medical- Para Medical Staff.</td></tr><tr><td>iv.</td><td colspan="5">Copies of Statuary Certificates.</td></tr><tr><td></td><td colspan="5">Technical details of the quoted tests as per following format:</td></tr><tr><td></td><td>Sl. No.</td><td>Name of the test</td><td>Name & Address of lab in case of outsourced</td><td>Method/Technique/ Equipment</td><td>Maximum time required for report</td></tr><tr><td>II.</td><td colspan="5">Financial Bid: It should comprise of following:</td></tr><tr><td></td><td>1.</td><td colspan="4">All pages of the quotation must be signed by the Tender submissioner.</td></tr><tr><td></td><td>2.</td><td colspan="4">Charges for the listed investigations on Annexure I.</td></tr><tr><td></td><td>3.</td><td colspan="4">The financial Bid of only those tender submissioners whose technical bids are fully accepted shall be opened.</td></tr><tr><td></td><td>4.</td><td colspan="4">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 Hunderd Only)</td></tr><tr><td></td><td>5.</td><td colspan="4">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.</td></tr><tr><td></td><td>6.</td><td colspan="4">Package Deal Details if any.</td></tr></table>	I.	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 submissioner along with seal.					iii.	List of Doctors/Medical- Para Medical Staff.					iv.	Copies of Statuary Certificates.						Technical details of the quoted tests as per following format:						Sl. No.	Name of the test	Name & Address of lab in case of outsourced	Method/Technique/ Equipment	Maximum time required for report	II.	Financial Bid: It should comprise of following:						1.	All pages of the quotation must be signed by the Tender submissioner.					2.	Charges for the listed investigations on Annexure I .					3.	The financial Bid of only those tender submissioners whose technical bids are fully accepted shall be opened.					4.	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 Hunderd Only)					5.	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.					6.	Package Deal Details if any.			
I.	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 submissioner along with seal.																																																																																				
iii.	List of Doctors/Medical- Para Medical Staff.																																																																																				
iv.	Copies of Statuary Certificates.																																																																																				
	Technical details of the quoted tests as per following format:																																																																																				
	Sl. No.	Name of the test	Name & Address of lab in case of outsourced	Method/Technique/ Equipment	Maximum time required for report																																																																																
II.	Financial Bid: It should comprise of following:																																																																																				
	1.	All pages of the quotation must be signed by the Tender submissioner.																																																																																			
	2.	Charges for the listed investigations on Annexure I .																																																																																			
	3.	The financial Bid of only those tender submissioners whose technical bids are fully accepted shall be opened.																																																																																			
	4.	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 Hunderd Only)																																																																																			
	5.	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.																																																																																			
	6.	Package Deal Details if any.																																																																																			
5.	General Terms and Conditions: 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).																																																																																				
	The Lab. Agency shall raise the bills on their letter head as per the terms and condition of tender document.																																																																																				

1
Hansraj Singh
Hansraj Singh
Hansraj Singh

	document.
	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.
	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.
	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.
	Patient visiting the centre of Lab./Agency without permitted requisition form of GNDU, campus shall not be entertained by the centre.
	Contract shall be initially for a period of one year, which may be extended for additional one year with the recommendation of Peer Review Committee.
	The Lab. Agency must certify that they shall charge as per quoted rates in the tender document.
	GNDU reserves the rights to accept/reject one or all applications at any time without assigning reasons thereof.
	No interest will be paid on EMD/Security Deposit.
	"Force majeure" will be applicable to the agreement made.
	Any difference or dispute arising out of contract will be submitted for arbitration. University shall appoint an arbitrator whose decision shall be final.
	Courts at Amritsar shall have the exclusive jurisdiction to deal with legal issues/disputes arising out of contract.
	Statutory requirements: The Centre/Centres of Lab. Agency must fulfill all statutory requirements.
	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.
	The bid shall be valid for 180 days from the date of opening.
	In case the successful tenderer declines the offer of contract, for whatsoever reason(s), their EMD will be forfeited.
	A formal contract shall be entered into with the successful tenderer. In this contract, the successful tenderer shall be defined as contractor.
	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 th Semester of the University in his Lab.
6.	Collection of Samples: 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 11:00 A.M everyday 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.
	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.
7.	Penalty Clause: Lab Investigations can't be denied on the pretext on non availability of specialists/non functioning of equipments 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.														
8.	Submission of Reports : 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. 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. Home Collection Charges are negotiable. 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. Submission of bill must be in the following format: <table border="1"> <thead> <tr> <th>Sr. No.</th><th>Name of patient</th><th>Date of Investigation</th><th>Rate of Investigation</th><th>%of discount</th><th>Amount of discount</th><th>Net payable</th></tr> </thead> <tbody> <tr> <td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table> 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. Centre will submit bills by 10th of every month. 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. 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. Health Centre will not be bound to allot fresh Collection Centre to the service provider in lieu of the old one. 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. 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.	Sr. No.	Name of patient	Date of Investigation	Rate of Investigation	%of discount	Amount of discount	Net payable							
Sr. No.	Name of patient	Date of Investigation	Rate of Investigation	%of discount	Amount of discount	Net payable									

hl

Harpreet Kaur

1.0000

Amritsar

Raman Singh

Palwinder