



COMPOSITE REGIONAL CENTRE FOR SKILL DEVELOPMENT, REHABILITATION & EMPOWERMENT OF PERSONS WITH DISABILITIES [CRC – KOZHICODE]

(Under the administrative control of NIEPMD, Chennai)

Department of Empowerment of Persons with Disabilities (Divyangjan)

Ministry of Social Justice & Empowerment, Government of India

CRC Campus, Chevayoor PO, Kozhikode, Kerala – 673 017



Date: 25.09.2023

Ref No. CRCK/Purchase/Occupational Therapy/2023-24/03

TENDER NOTICE

Sealed Tenders are invited for supply/contract of the following articles as per given technical specification from the original Manufacturers/ Authorized Dealers.

Sr. No.	Reference No.	Particulars	Required Quantity	EMD
1	CRCK/Purchase/Occupational Therapy/2023-24/03	Equipments /Lab items for Occupational Therapy (Detailed Specification Attached)	List attached	6,600/-

Note

1. Tender documents may please be downloaded from the website crckozhikode.gov.in
2. Dealers should produce valid authorization certificate from the manufacturer, falling which tender will not be evaluated.
3. Tenders will be evaluated based on the contents on the tender itself without recourse to extrinsic evidence.

Earnest Money Deposit (EMD) in form of DD should be drawn in favour of the Director, CRC-Kozhikode and made payable at State Bank of India, Vellimadukunnu and should be send along with bid. The Tender to be send to the address mentioned below duly superscribing the supply/work name and reference number/Tender id on the envelop and same must reach before opening of the bid and if not received within due date the bid will be rejected summarily.

Sr. No.	Description	Date	Time
1.	Tender Publication Date and time	25.09.2023	11.00 AM
2.	Tender Documents download start date and time	25.09.2023	11.15 AM
4	Bid Submission end date and time	17.10.2023	11.00 AM
5	Tender Opening date and time	17.10.2023	11.30 AM

The Director reserves the right to accept or reject the tenders without assigning any reason there of.

-Sd

Director

The tender documents and bid declaration form should be send to:
The Director CRC-Kozhikode
CRC Campus, Golf Link Road, Chevayur P.O.,
Kozhikode, Kerala - 673017



GENERAL CONDITIONS OF THE TENDER/QUOTATION

Definition

- a) The term purchaser shall mean the Director CRC-K.
- b) The term contractor shall mean the person, firm or company with whom or with which the order for the supply of stores is placed and shall be deemed to include the contractors successors, representatives, heirs, executors and administrators unless excluded by the contract.
- c) The term Purchase Order shall mean the communication signed on behalf of the terms and condition mentioned or referred to in the set communication accepting the tender or offer of the contractor for the supply of goods and services, plant, equipment or part thereof.
- d) The term stores shall mean what the contractor agrees to supply under the contract as specified in the purchase order.

Sealed tenders are invited for the supply of equipment/furniture and machinery as per schedules supplied herewith.

1. The tenderer may offer the Tender/Quotation in their own letter heads giving full specifications and reference to the serial number of the item and schedule.
2. Bids should be accompanied by Demand Draft towards payment of Earnest Money @ 2% of the bid amount to the credit of the Director CRC-K. The provisions contained under GFR 2017 regarding submission /exemption of EMD is only applicable for the purchase to this Institute. In cases vendors are falling under MSME procurement policy issued by Department of MSME and would like to avail exemption of EMD only applicable for the purchase to this Institute. In case vendors are falling under MSME procurement policy issued by Department of MSME and would like to avail exemption for EMD, necessary certificate shall be enclosed. EMD should be send to the address mentioned in the tender/quotation notice duly superscribing the supply/work name and reference number/tender/quotation id on the envelop and same must reach before opening of the bids, and bids not accompanied by earnest money will not be considered and will be summarily rejected. The earnest money deposit in respect of all un-selected tenders will be refunded after the award of contract.
3. Any Bidder from a country which shares a land border with India will be eligible to bid in tender only if the bidder is registered with Competent Authority as specified in order (Public procurement No.1)F.No. 6/18/2019-PPD dt 23. 07.2020 of Ministry of Finance, Public Procurement Division of Government of India. The vendor should enclosed copy of valid registration by competent authority or a certificate regarding compliance with this order should be submitted by the bidder in the below format.

“I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India; I Certify that this bidder is not from such a country or if from such a country has been registered with the competent authority. I hereby certify that this bidder fulfils all requirements in this regard and is eligible to be considered.

[Where applicable, evidence of valid registration by the Competent Authority shall be attached]"

4. The acceptance or rejection of tenders is left entirely to the discretion of the Director and no tenderer can demand the reason for the rejection of his offer. The Director does not bind himself to accept the lowest or any tender and reserves the right to split the tenders and place orders for the equipment covered by the lists on one or more tenders.
5. The supplier, immediately on intimation, shall furnish Performance Security Deposit as follows: Subject to a minimum of 5% of the basic cost and enter into agreement with the Director, CRC-K (herein after referred to as THE DIRECTOR) for the due fulfilment of the contract. This security shall be in the form of DD, FD (lien to Director) or Bank guarantee valid for a period of 60 days beyond the date of completion of all contractual obligations including warranty. The amount of Earnest Money paid shall be also be taken into account in fixing the amount of security. Failure on the part of the supplier to fulfil the contract shall constitute a breach of the terms and conditions of the tender and will entail forfeiture of the security money deposit.
6. In case the supplier fails to deposit the required security and execute the contract bond on stamped paper of GOI or Govt. of Kerala worth Rs.200 (Specimen enclosed) by the due date, the contract is liable to be cancelled without prejudice to taking any further action to recover damages for any loss sustained by THE DIRECTOR as a result of the supplier's refusal to abide by the terms of the contract.
7. Upon the complete fulfilment of the contract by the supplier to the satisfaction of THE DIRECTOR, the amount of the Security Deposit shall be returned to him less the amount, if any due by him to the Director.
8. No interest will be allowed on the earnest money or security deposits so remitted and no claim shall be entertained against the DIRECTOR in respect of the same.
9. **Prices:** The Prices quoted should be firm in all respects and destination at CRC-K. Prices should be inclusive of all charges towards loading, unloading, transportation and installation at specified location of CRC-K.
10. **Validity of rates:** Quoted rates must be valid for 90 days from the last date of submission of quotation.
11. **Genuine Pricing:** Vendor is to ensure that quoted price is not more than the price offered to any other customer in India to whom this particular item has been sold, particularly to other autonomous bodies and other Government organization. Copy of the latest price list for the quoted item, application in India, must be enclosed with the offer.
12. **Period of Supply:** If the bidder/supplier after accepting the purchase order for supply of goods/services fails to deliver the goods/services within the period

specified in the Purchase Order CRC-K shall without prejudices to its other remedies under the rules of purchase proceed to cancel the order or agree to accept the delayed delivery on the condition of payment of liquidated damages by the bidder/supplier a sum equivalent to 0.5% of the total cost as indicated in the purchase order (which will be deemed as agreed price) for each week or part thereof delay until actual delivery or performance is completed and such penal charges shall be limited to a maximum of 5% of the agreed price. Once the maximum is reached CRC-K may proceed on its own to consider the termination/cancellation of the order and may inform the bidder about the cancellation of the purchase order.

13. **GST:** GST Registration Certificate indicating also the GSTIN number of the firm must be clearly mentioned in the quotation. Certificates must be uploaded. GST Deduction at source as per Order/notification of the Govt. of India will be applicable. HSN/SAC No. of the items must be clearly mentioned in the quotation along with GST No.
14. **Enquiry during the course of evaluation not allowed.** No enquiry shall be made by the bidder(s). However, the Purchase Committee or its authorized representative (CRC-K) can make any enquiry/seek clarification from the bidders. In such a situation, the agency shall extend full co-operation. The bidders may also be asked to arrange demonstration of the offered items, in short period notice, as such the bidders have to be ready for the same.
15. **Force Majeure:** If the performance of the obligation of either party is rendered commercially impossible by any of the events hereafter mentioned that party shall be under no obligation to perform the agreement under order after giving notice of 15 days from the date of such an event in writing to other party, and the events referred to are as follows: i) Any law, statute or ordinance, order action or regulations of Government of India. ii) Any kind of nature disaster, and iii) Strikes acts of the Public enemy, war, insurrections, riots, lockouts, sabotage.
16. **Termination for default:** Default is said to have occurred i) if the equipment or any of its component is found having poor workmanship, faculty designs, poor performance and bad quality of materials used, ii) If the supplier fails to deliver any or all of the services within the time period(s) specified in the purchase order or any extension thereof granted by CRC-K. iii) If the supplier fails to perform any other obligation(s) under the contract and iv) Under the above circumstances CRC-K may terminate the contract/purchase order in whole or in part and forfeit the EMD/PBG as applicable. In addition to above, CRC-K may at its discretion also take the following actions: CRC-K may procure, up on such terms and in such manner, as it deems appropriate, goods similar to the undelivered items /products and the defaulting supplier shall be liable to compensate CRC-K for any extra expenditure involved towards goods and services obtained. Besides, the Director, CRC-K, reserves the right to impose any other form of penalty as deemed fit including blacklisting of the vendor.

17. Terms of payment: Being a Central autonomous body the normal term of payments are by sight draft (within 45 days from the date of successful delivery, Installation and commissioning/acceptance of goods at CRC-K).
18. Invoices in triplicate must have the following mandatory fields:
- Invoice number and date
 - Customer name
 - Shipping and billing address
 - Customer and taxpayer's GSTIN (if registered)
 - Place of supply.
 - HSN code/SAC code
 - Item details, ie description, quantity (number), unit (meter, kg, etc), total value.
 - Taxable value and discounts.
 - Rate and amount of taxes ie. CGST/SGST/IGST.
 - Whether GST is payable on reverse charge basis.
 - Signature of the supplier.
 - PAN number should be indicated.
19. The payment shall be made online after supply and successful installation of Goods and effective completion of Service as the case may be. For this the supplier has to furnish two copies on the prescribed format provided along with the purchase order incorporating details of Name of the Firm, Registered address of the firm, Nature of the account, Name of Bank, Bank Account No., IFSC Code, GSTIN etc.in Firms letter head with signature and seal of Authorized signatory.
20. Conditional supplies and bills in contravention to the terms contained herein and in purchase order shall not be accepted.






STANDARD TERMS AND CONDITIONS






1. The Tenderer should submit quotations complete in all respect with technical specifications including pamphlets and catalogues. Preparation of the tender shall be in the format available in the tender. All the relevant information and compliance of the specification have to be attached.
2. Detailed schedule of activities to be carried out by the vendor while submitting the bids is indicated in the tender document.
3. The valid bids received before the deadline shall be opened in the presence of attending tenderer / their authorised representatives as indicated in the tender schedule. The person attending the tender shall have to carry authorization letter from the tenderer and identification proof which may be produced on demand.
4. In the event of any date indicated above is declare as holiday the tender schedule shall be postponed accordingly.
5. In the case the tender cannot be opened on the days indicated in schedule due to technical difficulties tender will be opened on next working day or on the day the technical snag is set to right.
6. No request for extension for the due date for submission of tender will be entertained.
7. The authority of the person signing the tender if called for shall be produced.
8. Instructions/Operation manual containing all assembly details including wiring diagrams should be sent where ever necessary in duplicate. All documents/ correspondences must contain English language. Bidder are also requested to furnish any additional information regarding technical specification if required by the institute on technical evaluation process.
9. The purchaser reserves the right to accept or reject the lowest or any offer in whole or part without assigning any reason.
10. Inspection/test certificate should be provided.
11. Where erection or assembly or commissioning is a part of the contract it should be done immediately on notification. The contractor shall be responsible for any loss/damage sustained due to delay in fulfilling the responsibility.
12. The bidder must not have been blacklisted by any Organisation, certificate in this regard should be submit.

**Procurement of Therapy Equipments/ Lab items for Occupational Therapy
CRC-K**

Sl. No.	Item Name	Requirement
1	Bolster (small-1No, medium-1No)	2 Nos.
2	Full size mirror with stand	1 No.
3	Prone wedges	1 No.
4	Indoor wall climber	1 set
5	Gaiter (elbow-2 set, Knee -2 set)	2 sets each
6	ADL training set	2 sets
7	Therapy couch	2 Nos.
8	Plastic Tunnels	1 set
9	Sensory integration & praxis test (Complete Kit)	1 No.
10	Baseline 7 piece Hand Evaluation Kit with user manual	1 No.
11	Box and Block Test	1 No.
12	Motor Free Perceptual Test-4 (MVPT-4)	1set
13	Software programs for Assistive Technology Lab. (AVAZ software(Life-time package))	1 set

Specification of Therapy Equipments, Lab items , Training materials, Evaluation tools etc. for Occupational Therapy CRC-K

Sl. No.	Item Name	Specifications	Model Image
1	Bolster	<ul style="list-style-type: none"> 10 inches radius bolster (small, medium) 	
2	Full size mirror with stand	<ul style="list-style-type: none"> 5 feet mirror height. Frame wheels should have lock/brake provision. Rear side of the frame should have dumbbells storage provision. 	
3	Prone wedges	<ul style="list-style-type: none"> Medium size. Approximately 40 cm height bolster. Wedges with foldable options. 	
4	Indoor wall climber	<ul style="list-style-type: none"> Different colour and size holders. Height should be up to 5 feet from floor level. Safety hooks (suspension) should be attached. Board should be with minimum of 15 holds 	
5	Gaiter	<ul style="list-style-type: none"> Elbow gaiters (for 5-9 years -1set, adult 1set) Knee gaiters (for 5-9 years -1set, and above 1 set). 	
6	ADL training set	<ul style="list-style-type: none"> Large size buttoning frame. Zip frame. Push button frame. Lacing frame. Nut and bolt frame. 	

7	Therapy couch	<ul style="list-style-type: none"> • 4 ft width x 5 ft length x 1.5 – 2 ft height. • Plinth (15-20 cm thickness, hard foam) • Frame-wood or strong metal frame. • Covers of the plinth should be washable, water resistant & non-toxic material. 	
8	Plastic Tunnels	<ul style="list-style-type: none"> • Individual rings. • Plastic material • Light weight, different colour, shape & minimum 10 rings. 	 
9	Sensory integration & praxis test (Complete Kit)	<ul style="list-style-type: none"> • Complete test with materials, scoring sheets, user manuals and scale administration. 	
10	Baseline 7 piece Hand Evaluation Kit with user manual	<ul style="list-style-type: none"> • Complete kit with • Pinch meter • Dynamo meter • Finger Goniometer • Goniometer • Two point discrimination tool • Finger circumference gauge • Digit O Meter • Functional finger gauge 	
11	<u>Evaluation Tool</u> Box and Block Test	<ul style="list-style-type: none"> • Cognitive testing and hand function evaluation 	
12	<u>Evaluation Tool</u> Motor Free Perceptual Test-4 (MVPT-4)	<ul style="list-style-type: none"> • Manual • Scoring sheet • Evaluation forms 	
13	Software programs for Assistive Technology Lab.	<ul style="list-style-type: none"> • AVAZ software (Life-time package) 	