

NOTICE INVITING TENDERS

No. -----/2016-17

Sealed tenders for Annual comprehensive round the clock maintenance, repair, operation and testing of C.S.S.D Unit including major parts of plant and machinery for a period of One year are invited from the eligible firms.

The full details of advertisement of NIT are available on Medical College, website <http://www.mlbmcyj.in/>

Principal
MLB Medical College, Jhansi

**M.L.B. MEDICAL COLLEGE
JHANSI**

Subject: Tender for annual Comprehensive Maintenance/Repairs/
Round-the-clock, operation & testing of C.S.S.D Unit at MLB Medical
College, Jhansi.

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Note: Tenderer should confirm that they have received all the above papers from Sr.2 to and seen and understood all items. All the documents are to be returned duly signed by the tenderer who has submitted his offer.

TENDE ISSUE TO

M/S _____

Tel.No., if any _____

Signature of Officer issuing tender

Pay Order/Demand Draft No. _____ dated _____ from
the Bank _____

drawn in favour of Principal, MLB Medical College, Jhansi for Rs. _____
(Rupees _____) is enclosed herewith.

I/We have read and understood all the terms and conditions and all other relevant documents and seen the drawings if any and visited the site before quoting the rates.

Signature of the Contractor

Address _____

Telephone/Mobile No. _____

MLB MEDICAL COLLEGE

JHANSI

Advt No. -----/2016-17

NOTICE INVITING TENDER

Sealed Tender for Annual comprehensive round the clock maintenance, repair, operation and testing of C.S.S.D Unit including major parts of plant and machinery for a period of One year are invited from the eligible firms, holding following.

- i) Valid licence under Contract Labour (Regulation Abolition) Act 1970.
- ii) Registered with Service tax registration,
- iii) Valid latest I.T.Certificate,
- iv) Having 2 to 3 Years experience in operation of CSSD Unit.
- v) Having experience in Operation of minimum 3 CSSD Units
- vi) Having experience in Supply/Manufacturing/ Operation of C.S.S.D Unit with Rectangular Horizontal Autoclave Double Door, High-speed Sterilizer, E.T.O. Sterilizer, Sealing Machine, Ultrasonic Cleaner, Gloves Washer,Drier, Inspection & Powdering Unit, Scrub Station, in State / Central Govt./ Semi Govt. Department
- vii) ISO 9001 Certified & Character Certificate by District Magistrate required.
- viii) E.S.I & EPF Certificate is required.

Detailed tender documents can be obtained against a written request quoting Advt No. accompanied by a crossed demand draft or in cash for Rs.500.00 (Rupees five hundred only) (non-refundable) from any scheduled bank drawn in favour of Principal, MLB Medical College, payable at Jhansi.

- i) Sale of tender document :
- ii) Cost of tender document :
- iii) Last date and time for submission of tender :.
- iv) Date and time of tender opening :
- v) Earnest money Deposit (EMD) to be submitted alongwith quotation/tender: Rs.1,00, 000/- (Rupees One Lakh Only) in shape of DD/FDR/NSC.
- vi) Offer by Fax / E-mail will be summarily ignored.

This advertisement and detailed tender document are also available on medical college website "<http://www. />". If the tender document is downloaded from the website, please enclose the cost of the tender document in the form of Demand draft. Incomplete tender or tenders received without EMD shall be summarily rejected.

The Principal, MLB Medical College, Jhansi reserves the right to accept/reject any or all the tenders without assigning any reason.

Principal,
MLB Medical College, Jhansi

ANNEXURE-I

Subject: Tender for annual Comprehensive Maintenance/Repairs/ Round-the-clock, operation & testing of CSSD Unit at MLB Medical College, Jhansi

EMD Amount: Rs.100000/- (Rupees One Lakh only)

The Principal, MLB Medical College, invites Tender for:

1. Annual comprehensive round the clock maintenance, repair, operation and testing of CSSD Unit including major parts of plant and machinery for a period of One years as per details attached. The contractor may quote lump-sum rate including taxes, if any.

TERMS & CONDITIONS:

1. This contract covers annual maintenance, repairs, operation and testing of CSSD Unit including major parts of plant and machinery for a period of three years complete
2. Contractor shall deploy competent service Engineer/Technical persons to operate /keep the system functional round the clock.
3. The firm will ensure that control system is manned round the clock by his competent staff to ensure timely action in case of any emergency.
4. The work shall be carried out as per direction and as per the satisfaction of Nodal Officer.
5. The system maintained in the schedule shall be kept in good working condition by the firm during contract period as per detailed below:
 - i) Cleaning and maintaining control system including all equipment installed therein. Logbooks should be maintained and signed by the nodal officer/cms.
 - ii) Servicing, performance check and repair as and when required of all the equipments.
 - iii) Cost for round the clock annual maintenance, repairs and operations of all the systems are included in the rates.

Contd....p/

6. The material for any defect arising in the CSSD Unit shall be arranged by the AMC contractor as per the standard list made at the time of award of contract. The AMC contractor will carry out rectification of such defect within three days of being intimated failing which a penalty of Rs 200/- per day shall be imposed on the contractor.
7. All T & P (Tools & Plants), cleaning or any other material, consumables etc required to execute the work for rectification of any defect arising in the CSSD Unit routine maintenance shall be arranged by the AMC contractor free of cost on his own.
8. No extra charges would be payable with regard to the labour deployed by the AMC contractor for rectification of any defect arising in the CSSD Unit as the same is included in the charges being paid for the AMC contract.

Scope of Contractors responsibility

MANPOWER

1. The contractor shall deploy a CSSD Unit supervisor from 9 AM to 5.30 PM for 7 days a week with following qualifications:-
 - a) Minimum 2-3 Years Experience / Diploma in Mechanical from a recognized institute. He would be responsible for daily checking/ routine testing of all Plant & Machinery, He would make a daily report of status of all the equipment in the prescribed Performa to the nodal officer. It would be his duty to keep all the spares of equipments.
2. The contractor shall deploy one qualified Technical staff Round the clock in 8 hour shift with provision of relievers for absenteeism. They shall have the following qualifications:-
 - a) Diploma in mechanical/ electrical engineering with 1 to 2 years experience in other field.
3. Nodal Officer/c.m.s. will be at liberty to turn out any of the contractors staff if found in undesirable activities and no worker will be allowed to reside at the place of duty.
4. The contractor shall arrange all required tools and manpower for attending testing/checking/servicing of installed equipment.

Contd....p/

5. Cost for round the clock annual maintenance, repairs and operations of all the system round the clock are included in the rates.
6. Logbook and stationery as required shall be maintained by the contractor for all equipments so that complete system can be checked by the department.
7. The contractor shall not dismantle any item without the knowledge of authorized officer.
8. In case of any loss of life/injuries to manpower deployed by the contractor shall be the sole responsibility of the contractor.
9. **Any loss to the life and property due to negligence/non-functioning of the system shall be the responsibility of the contractor.**

CSSD UNIT

PART- I (SCOPE OF MAINTENANCE)

1. To maintain the system in clean & healthy working condition.
2. Carry out operation/tests/maintenance routine as specified in part III.
3. Operate CSSD Unit when required.

PART – II (TASKS TO BE PERFORMED WITHIN 15 DAYS)

1. Contractor shall identify person(s) for CSSD Unit maintenance and operation as per prescribed qualification & experience. Familiarize them with the system and its working and ensure that they will be able to operate it when required.
2. Inspect the entire installation for proper working, shortcomings to be recorded and brought to the notice of Nodal Officer/cms.
3. Educate maintenance Personnel, regarding steps to be taken in emergency requirement.

PART- III (MAINTENANCE SCHEDULE TO BE FOLLOWED).

1. Test the working of all the system including pump every day. The procedure to be decided in consultation with Nodal officer/cms. and recorded for future reference.

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2. Daily checking of product quality of all the CSSD items.
3. Oiling, filter change, greasing of Motor, Pump, Heater etc. shall be done as per manufacturer's recommendation.

PART IV (MATERIALS)

The material required shall be arranged by the AMC contractor as per manufacturer's recommendation spare parts requirement and list of items giving in the list contract made at the time of award of contract.

PART V (SPECIAL CONDITIONS RELEVANT TO PARTICULAR JOB/PARTICULAR SITE)

1. In case of machine breakdown the maintenance staff of the AMC firm shall be arrange all the material.
2. He will also inform Nodal Officer/cms. immediately.
3. Failure of system long time during contract period will invite action as deemed fit by Principal.
4. Unsatisfactory working of CSSD Unit during contract shall also invite penalty of Rs 500/ per day.

QUALITY CONTROL SYSTEM.

PART I (SCOPE OF MAINTENACE)

1. To ensure that complete CSSD Unit is always clean and in healthy working condition.
2. Perform daily checks as per part-III
3. To perform tasks subsequent to a real alarm situation as per part-III.
4. Keep all items related to CSSD Unit in working condition.

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5. Ensure that adequate quantity of spare is always available in stock.
6. Ensure 01 monthly checking / testing of Hygienic, Cleanliness, bear and tear performance, quality work performance and collection & delivery management.

PART -II (TASKS TO BE PERFORMED WITHIN 15 DAYS)

1. Familiarize the maintenance personnel with the CSSD Unit and their responsibility in consultation with Nodal officer.
2. Inspect the complete system for proper functioning. Any shortcoming noticed should be recorded and brought to the notice of Nodal officer .
3. Ensure that maintenance staff can operate cssd Unit Plant & Machinery.
4. Educate maintenance personnel regarding steps to be taken in case of emergency work.

PART- III (MAINTENANCE SCHEDULE TO BE FOLLOWED)

1. Check working of all CSSD Unit on daily basis.
2. A Periodical checking cleaning & Maintenance of Plant and machinery by rotational so that one system should be always in working condition.

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PART-IV(MATERIALS)

The material required shall be arranged by the contractor as per detail given bellow.

- Sterilization Testing Tapes
- Sterilization Testing Indicators
- Sterilization Testing Vials
- Sterilizing Packing materials
- Ultrasonic Cleaning Chemicals
- Detergent
- Packing Material
- Material Handling Gloves
- Safety Garments
- Uniform
- Cleaning Items
- Office Stationary
- Industrial Gas (ETO)
- Spares of Machinery
- Powder Chemicals
- Motors of Equipments
- Equipments Handling Tools

MISC. CONDITIONS:

1. Water and electricity will be provided by institution free of cost to the contractor for the maintenance and operation of the system.
2. Contractor shall be abiding by the security arrangement/regulation of the plant and machinery and other regulations in force.
3. Temporary passes and uniform will be issued by the contractor to its personnel.
4. Any material taken out from the CSSD Unit shall have necessary permission from the competent authority in the form of gate pass.
5. The contractor shall quote the rates of items including taxes etc. as given in the detail work which may be required time to time for repairs/maintenance. Only standard approved makes may be quoted along with quotations.
6. The contractor shall be responsible for his employee welfare statutory requirements as per rules, any labor or staff related problem/disputes will be the sole responsibility of the contractor and MLB Medical College will not be responsible in any way of the payment on the account of such problem/disputes. All the labor laws shall be complied by the contractor and MLB Medical College will not be responsible in any way of the payment of the account.
7. Pickup and delivery from CSSD of all items related to CSSD Unit will be done by the MLB Medical College Staff.

8. Any contract person found incompetent/unsuitable or misbehaving or not complying with the instructions shall be replaced immediately under the instruction of the MLB Medical College authorized officer.

Liability of the contractor to indemnify:

The contractor shall keep the MLB Medical College indemnified against any loss caused to the MLB Medical College's property by way of theft, mishandling or otherwise and the claims whatsoever in respect of the employees deployed by the contractor. Contractor shall be responsible for payment of any loss caused to the property of the MLB Medical College. In case any employee of the contractor so deployed enters into dispute of any nature whatsoever, it will be the sole responsibility of the contractor concerned to contest the same. In case the MLB Medical College is also to implead as a party, the cost, if any of the actual expenses incurred towards counsel fee and other expenses shall be paid to the MLB Medical College by the contractor in advance or on demand. Further, the contractor shall ensure that no financial or any other legal liability comes on the MLB Medical College in this respect at any time for the acts done by the personnel of the contractor.

Terms of Payment:

- a) The payment shall be made proportionally on monthly basis within one week of submission of bill after rendering satisfactory services and duly certified by the MLB Medical College nodal officer.
 - b) All taxes are included in the lump sum rates.
 - c) Work satisfaction report from authorized officer shall accompany the bill
9. All other terms and conditions shall be as per agreement and approved by Principal, MLB Medical College.

Annexure-II

PROVIDING COMPREHENSIVE AMC OF COMPLETE CSSD UNIT AND ROUND THE CLOCK OPERATION AT MLBM MEDICAL COLLEGE AS PER LIST OF ITEMS.

S. No.	Description of Work	
1.	RECTANGULAR HORIZONTAL AUTOCLAVE:	2 Nos.
2.	HIGH SPEED STERILIZER	1 No.
3.	ETO STERILIZER	2 Nos.
4.	SEALING MACHINE	2 Nos.
5.	RACKS	5 Nos.
6.	U.V. LAMP	8 Nos.
7.	PASS BOX	1 Nos.
8.	ULTRASONIC CLEANER	1 Nos.
9.	GLOVES WASHER	1 Nos.
10.	GLOVES DRYER	1 Nos.
11.	GLOVES INSPECTION UNIT	1 Nos.
12.	GLOVES POWDERING UNIT	1 Nos.
13.	MAGNIFYING LAMP	1 Nos.
14.	MODULAR RACKING SYSTEM	4 Nos.
15.	TRAYS	8 Nos.
16.	WORK TABLE WITH WASH STATION	1 No.
17.	CONTROL AND PACKING TABLES	1 No.
18.	R.O. PLANT	1 No.
19.	CLEAN AIR AC MODULE	2 Nos.
20.	AIR CURTAIN	1 No.
21.	INSTRUMENTS BASKET	8 Nos.

Annexure-IV

**M.L.B. MEDICAL COLLEGE
JHANSI**

Rates for annual -Comprehensive Round the clock maintenance, repair, operation & testing (Including Manpower & Material) of CSSD Unit as per our Tender Documents :-

(Rs. _____)

(Rupees _____)

Proportionate Rates (Monthly) Rs. _____ per month

Signature of the Contractor
With SEAL

Place :

Date :