



लोकप्रिय गोपीनाथ बरदलै क्षेत्रीय मानसिक स्वास्थ्य संस्थान

तेजपुर: असम: पिन: 784001

**LGB REGIONAL INSTITUTE OF MENTAL HEALTH**

(An Autonomous body under Ministry of Health and Family Welfare, Govt. of India)

Website: [www.lgbrimh.gov.in](http://www.lgbrimh.gov.in), e - Mail: [mail@lgbrimh.gov.in](mailto:mail@lgbrimh.gov.in)

Post Box No. 15:: FAX No. (03712) 233623

TEZPUR:: 784001 :: ASSAM

No. LGB/NAZ/ 4011/19/P-III/ 3506

Dated :- 05-06-2026

E-TENDER NOTICE

Online e-tenders in two bid systems (Technical and Financial) are invited through the e-procurement portal <http://eprocure.gov.in/cppp> by the Director, LGBRIMH, Tezpur from eligible Manufacturers / Firms / Companies / Authorized Agents / Distributors/ Dealers for Rate Contract for Supply of Laboratory Reagents (Kits) & Chemicals (As per Annexure I) for Automated coagulation analyzer. A detail of Equipment is enclosed as Annexure VIII. **The Supply Shall be for 1 (One) year on Rate Contract Basis from the date of AOC.**

**CRITICAL DATE SHEET**

Milestones	Start Date	Start Time	End Date	End Time
Tender Publishing	05 -06-2026	5:00 PM		
Tender Download	05-06-2026	5:00 PM	05-06-2026	3:00 PM
Bid clarification	05-06-2026	5:00 PM	12-06-2026	3:00 PM
Bid Submission	05-06-2026	5:00 PM	29-06-2026	3:00 PM
Technical Bid Opening	30-06-2026	3:00 PM		

Sd/-  
Director  
LGBRIMH

लोकप्रिय गोपीनाथ बरदलै क्षेत्रीय मानसिक स्वास्थ्य संस्थान

तेजपुर: असम: पिन: ७८४००१

**LGB REGIONAL INSTITUTE OF MENTAL HEALTH**

(Ministry of Health & Family Welfare, Government of India)

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Sl no	Terms & Conditions for Submission
1.	<p>Online e-tenders in two bid systems (Technical and commercial) are invited through the e-procurement portal <a href="http://eprocure.gov.in/cppp">http://eprocure.gov.in/cppp</a> by the Director, LGBRIMH, Tezpur from eligible Manufacturers / Firms / Companies / Authorized Agents / Distributors/ Dealers for Rate Contract for Supply of Laboratory Reagents (Kits) &amp; Chemicals (As per Annexure I) for Automated Coagulation analyzer as per the Specifications. A detail of Equipment is enclosed as Annexure VIII. The Supply Shall be for 1 (One) year on Rate Contract Basis from the date of AOC.</p> <p><b>Instructions for submission of bids</b></p> <p>a. Physical Documents: EMD and all hardcopies uploaded.</p> <p>b. E-bid Cover-I(Technical Bid): will contain the Technical Bids consisting of following mandatory documents in a single PDF file in the following sequence:-</p> <ul style="list-style-type: none"><li>(i) Scanned copy of EMD or proof of EMD exemption</li><li>(ii) Scanned copy of proof of MSME enlistment (if applicable)</li><li>(iii) Scanned copy of a declaration by the proprietor of the firm, in case, the firm is proprietorship <i>on non –judicial stamp paper of worth Rs100.00 – duly attested by Notary Public</i>. In case of partnership firm, a scanned copy of partnership deed duly registered by the Register of Firms. Incorporation certificate in case of company.</li><li>(iv) Scanned copy of statement of financial status (Annual turnover for last 3 years from Chartered Accountants).</li><li>(v) Scanned copy of performance report from Govts/ Semi-Govts/Autonomous organization served in their letter head in the same/similar field in last three years.</li><li>(vi) Scanned copy of recent non-conviction/ non-blacklisting certificate <i>on non –judicial stamp paper of worth Rs100.00 – duly attested by Notary Public</i>.(As per annexure III)</li><li>(vii) Scanned copy of updated Income Tax return documents for the financial year 2023-24.</li><li>(viii) Scanned copy of authority letter from manufacturer if tender submitted by distributor/ dealer etc.(As per annexure IV)</li><li>(ix) Scanned copy of PAN Card and GST registration certificate.</li><li>(x) Scanned copy of Bank Details.</li><li>(xi) Scanned copy of duly filled annexure I,II,V,VI,XI</li><li>(xii) Make in India specific Authorization certificate needs to be enclosed</li><li>(xiii) Scanned copy of local supplier declaration /certificate as per annexure IX &amp; X to be uploaded.</li><li>(xiv) Scanned copy of valid Trade License or Incorporation certificate.</li></ul> <p>c. <b>E-bid Cover-II (Financial bid):</b> Financial bid packet will be submitted as Cover II and will consist of following: - Financial bid in the form of “BOQ” (BILL OF QUANTITIES) only. Financial bid will be submitted <b>online only</b>. Kindly fill up the colored cells. In case you do not wish to quote for any item leave the quoted rate as blank and <b>do not fill up zero</b>. Quote GST of per unit of each item in the BOQ. The GST column in BOQ is in INR. The total figure will be the same as quoted rate and the figure with GST will reflect the basic rate plus GST. Kindly quote the rate of per unit only.</p>

2.	The Period of contract: - <b>One year from the date of award of contract or as decided by the Institute.</b>																																			
3.	<table border="1" style="width: 100%; text-align: center;"> <thead> <tr> <th colspan="5"><b>CRITICAL DATE SHEET</b></th> </tr> <tr> <th><b>Milestones</b></th> <th><b>Start Date</b></th> <th><b>Start Time</b></th> <th><b>End Date</b></th> <th><b>End Time</b></th> </tr> </thead> <tbody> <tr> <td>Tender Publishing</td> <td>05 -06-2026</td> <td>5:00 PM</td> <td></td> <td></td> </tr> <tr> <td>Tender Download</td> <td>05-06-2026</td> <td>5:00 PM</td> <td>05-06-2026</td> <td>3:00 PM</td> </tr> <tr> <td>Bid clarification</td> <td>05-06-2026</td> <td>5:00 PM</td> <td>12-06-2026</td> <td>3:00 PM</td> </tr> <tr> <td>Bid Submission</td> <td>05-06-2026</td> <td>5:00 PM</td> <td>29-06-2026</td> <td>3:00 PM</td> </tr> <tr> <td>Technical Bid Opening</td> <td>30-06-2026</td> <td>3:00 PM</td> <td></td> <td></td> </tr> </tbody> </table> <p>If due to any exigency, the due date for opening of the Bids is declared a closed holiday, the Bids will be opened on the next working day at the same time or on any other day/time as notified.</p>	<b>CRITICAL DATE SHEET</b>					<b>Milestones</b>	<b>Start Date</b>	<b>Start Time</b>	<b>End Date</b>	<b>End Time</b>	Tender Publishing	05 -06-2026	5:00 PM			Tender Download	05-06-2026	5:00 PM	05-06-2026	3:00 PM	Bid clarification	05-06-2026	5:00 PM	12-06-2026	3:00 PM	Bid Submission	05-06-2026	5:00 PM	29-06-2026	3:00 PM	Technical Bid Opening	30-06-2026	3:00 PM		
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<i>Sl no</i>	<i>General Conditions</i>
1.	<p><b><u>Process of submission of online bid:</u></b></p> <p>The suppliers are requested to submit the soft copies of their bid electronically on the CPP portal using valid Digital Signatures (DSC).</p> <ol style="list-style-type: none"> <li>a) Suppliers are required to enroll on the e-Procurement module of the Central Public Procurement Portal (<a href="http://eprocure.gov.in/cppp">http://eprocure.gov.in/cppp</a>).</li> <li>b) The suppliers will be required to choose a unique username and assign a password for their accounts and are advised to register their valid email address and mobile numbers as part of the registration process.</li> <li>c) Upon enrolment, the suppliers will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India with their profile. Only one valid DSC should be registered by a supplier.</li> <li>d) Supplier then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.</li> <li>e) Supplier should take into account any corrigendum published on the tender document before finally submitting their bids in the CPP portal (<a href="http://eprocure.gov.in/cpp">http://eprocure.gov.in/cpp</a>).</li> <li>f) Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted.</li> <li>g) Supplier should log into the site and upload their bids on or before the bid submission time.</li> <li>h) The supplier has to digitally sign and upload the required bid documents one by one as indicated in the tender document.</li> <li>i) A standard BOQ file in Excel format has been provided with the tender document to be filled by all the suppliers. Suppliers are requested to note that they should necessarily submit their financial bids in the exact format provided and no other format is acceptable. The BOQ file name must not be changed and if in any case the BOQ is found to be modified by the supplier the bid will be rejected.</li> <li>j) The server time (which is displayed on the suppliers' dashboard) will be considered as the</li> </ol>

	<p>standard time for referencing the deadlines for submission of the bids by the suppliers, opening of bids etc. The suppliers should follow this time during bid submission.</p> <p>k) <b>Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for the tender. Supplier can contact at phone no. 03712233027 (10 AM to 5 PM in all working days) or via email id: lgbetender@gmail.com.</b></p> <p>l) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.</p>
2.	<p>a) The collection of road permit, if any, will be the responsibility of the supplier.</p> <p>b) Rates are to be quoted FOR destinations i.e., LGBRIMH, Tezpur.</p>
3.	<p><b><u>Earnest Money Deposit(EMD)</u></b></p> <p>a) Supplier should submit EMD Rs. 10,000.00 in the form of DD/FDR/BG drawn in favor of Director, LGBRIMH, Tezpur, Assam payable at Tezpur, failing which the tender shall not be considered for acceptance and will be summarily rejected. <b>The DD/FDR/BG of EMD should reach LGBRIMH before the last date of opening of technical bid.</b></p> <p>b) <b><u>PERFORMANCE SECURITY:-</u></b> Performance Security, equivalent to <u>5%</u> of the total cost of the items approved shall have to be deposited by the successful supplier in the form of DD/FDR drawn in favor of Director LGBRIMH, payable at Tezpur. Performance security should remain valid for a period of 14 month from the date of Award of contract. The same amount will be released after fulfillment of contractual obligations and <u>no interest shall be payable</u> thereof.</p>

4.

**SIGNING OF BID:-**

- a) The bid is liable to be ignored if incomplete information is given or documents asked for are not dully filled or furnished.
- b) Individual signing the bid or other documents concerned with the bid must specify whether he signed as :
  - a) A sole proprietor of the firm, or constituted Attorney of such proprietor.
  - b) A partner of the firm, if it is a partnership concern, in which case, he must have legal authority to sign, answer and admit to refer dispute to arbitration.
  - c) Constituted Attorney if it is a company.

**NOTE:-**

\*\* In case of (b), a copy of the Partnership Deed, General Power of Attorney, in each case, duly attested by a Notary Public, as affidavit on a stamp paper to the effect that all the partners admit execution of the partnership agreement and authority of the general power of attorney should be furnished.

\*\* In case of partnership firm, where no authority to refer disputes concerning the business or the partnership has been conferred on any such partner, the bid and all other related documents must be signed by every partner of the firm.

\*\* A person signing the bid form or any documents forming part of the bid on behalf of another shall be deemed under warranty that he has the authority to bind himself with such person. If on enquiry, it appears that the person so signing has no authority to do so, the purchaser without prejudice to other Civil & Criminal remedies can cancel the contract and hold the signatory responsible for all cost & conveyances arising there from.

**TERMS OF SUPPLY :-**

5.

- a) **Liability for late Supply & Non supply:-** If the supplier fails to supply the goods (partly or whole) within the time as per purchase order, a sum equivalent to 0.5 percent of the ordered value for each week of delay will be deducted as liquidated damages subject to maximum deduction of 5 (five) % percent of the ordered value.
- b) Deliveries should complete within the time as per purchase order. All the aspects of safe delivery of goods shall be the exclusive responsibility of the supplier. Piece meal supply of ordered items will not be acceptable and supplier will supply all items mentioned in supply order. In case items are not available with the manufacturer a certificate to that effect from manufacturer stating the date of availability and supply should be submitted.
- i. In case the supplier fails to supply the goods (partly or whole) within the stipulated time as indicated in the supply order, the supply order lying with the supplier will stand automatically cancelled and LGBRIMH shall be at liberty to get the goods supplied from other available sources at the cost of the defaulting supplier. The additional expenditure so incurred for getting the goods shall be borne by the defaulting supplier in addition to forfeiture of security money deposit and if he fails to compensate the entire loss and if the security money deposits are not sufficient, action may be taken to realize the loss as per the law of the land.
- ii. If the supplier fails to supply any stocks as per terms and conditions of acceptance of tender or fails to replace any stock rejected by the direct demanding officer within a period as stipulated by the institute or any person authorized by the institute on his behalf, the institute is **entitled to purchase such stock /partial stocks from any other source at such price or at market price without notice to the contractor.** The additional expenditure so incurred for getting the goods shall be borne by the defaulting supplier in addition to forfeiture of security money deposit and if he fails to compensate the entire loss and if the security money deposits are not sufficient, action may be taken to realize the loss as per law of the land. **The quantity of stock/partial stocks so purchased will automatically stand cancelled from the order.**
- c) It will be the responsibility of the supplier to safely transport the goods to the destination address i.e., LGBRIMH, Tezpur.
- d) **No payment shall be made for any rejected material.** The suppliers would remove the rejected items within two weeks of the date of rejection at their own cost by replacement immediately. In case these are not removed, these will be disposed off in manner as deemed fit by the authorities at the risk and responsibility of the supplier without any further notice.
- e) Extension of delivery period in exceptional case will be entirely at the discretion of the Director.
- f) The supplier will be liable to present bill after completion of indented supply and payment will be made accordingly.

6.	<p><b><u>RIGHT OF ACCEPTANCE :-</u></b></p> <p>a) Director, LGBRIMH, reserves the right to reject/accept any or all tenders without assigning any reasons thereof and also have the right to place order on one or more firms. No correspondence will be entertained.</p> <p>b) The quantity shown in the Annexure I/BOQ may be increased or decreased to an extent depending upon the actual requirement of the institute.</p> <p>c) Suppliers are required to mention <b>MRP rates</b> also for each item quoted in addition to their quoted rates. No supplier can quote rates more than MRP. In case any supplier quote higher rates than MRP, the action will be taken as deemed fit by the undersigned including removal of the name from the supplier list.</p> <p>d) The stores to be supplied will be of good quality. In case it is found that any particular reagent date is expired and found not of standard quality, substandard or spurious, supplier will be liable to be blacklisted for a period of five years besides other legal action that may be initiated .In case the suppliers fail to supply indented reagents or other items within the stipulated time, the institute will procure the same from open market and the supplier will be liable to pay the liquidated damage which will be recovered from bills or security deposit or as the case may be.</p> <p>e) If the supplier gives false statement on any of the above information, the firm / supplier will not be considered and their tender shall be deemed to be rejected and the security deposited will be forfeited.</p> <p>f) It will be prerogative of the institute to place the supply order for the whole lot / item or in piecemeal basis depending upon the requirement of the institute.</p> <p>g) Qualified Suppliers are required to arrange a demonstration of the /articles, if required by evaluation committee. Failure to arrange for a demonstration on the given date may lead to cancellation of the bid. Cost of organizing such demonstration shall be borne by the supplier.</p>
7.	<p>Un-utilized goods will be notified by this office two months prior to its expiry and the same should be replaced free of cost.</p>
8.	<p><b><u>METHOD OF SUPPLY :-</u></b></p> <p>a) The Life period of any of the item supplied by the successful Supplier/Suppliers will have the <b>Minimum of two third of the expiry period remaining on the date of receipts of Items in LGBRIMH,Tezpur</b>. The supplied items having less than two-third expiry period to <b>LGBRIMH,Tezpur</b> shall not be accepted. Loss or premature deterioration due to biological and/or other Factors during life span of Stores against the manufacture's standard warranty/ Expiry of such items shall be replaced by the Supplier on free of cost. All containers i.e. bottles , tins, cartoons, tubes, etc are required to be secured with pilfer proof packing so as to ensure genuineness of the product packed and correctness of its contents and shall be neatly labeled.</p> <p>b) The stores to be supplied will be of standard quality. In case it is found that any particular</p>

	<p>reagent date is expired or found not to be of standard quality, sub standard or spurious, the supplier will be liable to be blacklisted for a period of five years besides other legal action that may be initiated.</p> <p>c) If the supplier gives false statement on any of the above information, the firm / supplier will not be considered and their tender shall be deemed to be rejected and the security deposited will be forfeited.</p> <p>d) The contract shall be governed under Indian contract Act 1872 and instructions thereon from the government of India. The Court of Tezpur shall alone have jurisdiction to decide any dispute arising out of or in respect of the contract</p> <p>f) Tenderer shall not be allowed to transfer, assign, pledge or sub-contract its rights and liabilities under this contract to any other agency/ies without prior written consent of the Director, <b>LGBRIMH,Tezpur</b>. If it is found that the firm has given sub- contract to another Agency, the contract shall stand cancelled &amp; the performance security deposit of such Tenderer shall be forfeited by <b>LGBRIMH,Tezpur</b>.</p> <p>g) The <b>LGBRIMH,Tezpur</b> shall not be responsible for any financial loss or other damage or injury to any item or person deployed/supplied by the Supplier Agency in the course of their performing the duties to this office in connection with purchase order/supply order for supplying of Stores/ Goods/ Items at <b>LGBRIMH,Tezpur</b></p> <p>h) For adherence to BMW norms, if a reagent is expired in user stock(LGBRIMH,stock) for any reasons, the supplier should take the expired reagents back for disposal</p>
9.	<p><b><u>AGREEMENT:-</u></b> An agreement will have to be executed on non judicial stamp paper of Rs.100 /- by the successful supplier with the institute authority in the format (Annexure VII) prescribed by the institute.</p>
10.	<p><b><u>DISPUTE ADJUDICATION:-</u></b> In case of any dispute the same shall be mitigated as per provision of the tender and territorial jurisdiction shall be within the limit of the Tezpur District Court.</p>
11	<p><b><u>Make In India:-</u></b>Public Procurement (Preference to Make in India) order no. P-45021/2/2017-BE-II dated 15 June, 2017 and subsequent amendment on 16<sup>th</sup> September, 2020 issued by DPIIT, Ministry of Commerce and Industry and as amended from time to time and its subsequent orders notifications issued by concerned Nodal Ministry will be applicable in this tender</p>

## **Technical Specification**

### **TECHNICAL SPECIFICATIONS FOR LABORATORY REAGENTS (KITS) AND CHEMICALS FOR ) FOR AUTOMATED COAGULATION ANALYZER**

1. Laboratory reagents (kits) and chemicals, for bar coded dedicated system packs compatible with ) for Automated Coagulation Analyzer.
2. Diagnostic Kits should be from standard companies, which are USFDA / CE or ISO13845 certified. The pack size should be the smallest available.
3. Kits should have long stability and have long expiry. Products and reagent should be in original packing of the manufacturer and not refilled.
4. Test programming should be available inside the kit and should be submitted along with the technical bid. Original product literature of Manufacturer having all details of the test should be provided along with the Technical bid which should include normal range, sensitivity limit , linearity, reproducibility, on board reagent stability, calibration frequency, expiry date and interferences in assay etc.
5. Normal reference range of different analytes for) for Automated Coagulation Analyzer should be mentioned in the product literature.
6. Declaration that the Technical support will be provided from the Company reasonable time of call log/Telephonic/e-mail complaint registered to resolve the queries for instrument application, QC interpretation, Calibration issues, Reagent and Result related issues.
7. Quantity of kits required per year will vary; the need will depend on the patient load and reagent consumption. However the kits have to be stocked with the dealers/ Suppliers who can be asked to provide the same at short notices.
8. L-1 vendor quoting for existing test reagents will be asked to provide the reagents for newer tests added in future as and when required as a demand from clinician/ Patient requirement as per the supplied rate to any Central Govt./State Govt./ Institute of National Importance.
9. Purity of reagents should be 98-99%
10. Reagent should be free from hazardous material.

## Annexure-I

### List Laboratory Reagents (Kits) & Chemicals ) for Automated Coagulation Analyzer

Sl. No	Name of item	Approx. qty. required per annum	Number of Test per Packet <b>or</b> Pack size	Quoted Manufacturer Name
1.	STA NeoPTimal 5	6000 Test		
2.	STA CK Prest 5	1500 Test		
3.	STA CaCl <sub>2</sub> 0.025M	01 Pkt		
4.	STA Desorb U	05 Pkt.		
5.	STA Cleaner Solution	02 Pkt.		
6.	STA Coag Control N+P for PT APTT Fibrinogen	06 Pkt.		
7.	STA Cuvettes	6000 nos.		

**UNDERTAKING**

**The Director,  
LGBRIMH, Tezpur**

**Sir,**

1. The undersigned certify that I/we have gone through the entire tender documents including terms and conditions mentioned in the tender document and undertake to comply with them. I have no objection for any of the content of the tender document and I undertake not to submit any complaint/ representation against the tender document after submission date and time of the tender. The rates quoted by me/us are valid and binding on me/us for acceptance till the validity of tender.
2. I/We undersigned hereby bind myself/ourselves to LGB Regional Institute of Mental Health, Tezpur, Assam -784001 to supply the approved items in the approved prices to **LGBRIMH, Tezpur**. The articles shall be of the best quality and of the kind as per the requirement of the institution. The decision of the Director, **LGBRIMH, Tezpur**, India (herein after called the said officer) as regard to the quality and kind of article shall be final and binding on me/us.
3. I/we undertake to arrange for a demonstration of the Items, if required. Failure to arrange for a demonstration on the given date may lead to cancellation of the bid. Cost of such demonstration shall be borne by me/ us.
4. Performance security 5% of the cost of the items approved shall be deposited by me/us in the form of DD/FDR/Bank Guarantee in the name of Director, **LGBRIMH, Tezpur** on award of the contract from a Nationalised / Commercial Bank and shall remain in the custody of the Director **LGBRIMH, Tezpur** till the validity of the Contract period plus two month (i.e. for 14 months).
5. If it is deemed necessary to change any article on being found of inferior quality, it shall be replaced by me/us free of cost in time to prevent inconvenience.
6. I/We hereby undertake to supply the items during the validity of tender as per directions given in supply order within stipulated period positively.
7. If I/We fail to supply the stores in stipulated period the **LGBRIMH, Tezpur** has full power to compound or forfeit the Bid Security/security deposit.
8. I/We declare that no legal/financial irregularities are pending against the proprietor Partner of the tendering firm or manufacturer.

9. I/we undertake to supply the ordered items within stipulated period and if fail to supply during the stipulated period the necessary action can be taken by the Director, **LGBRIMH, Tezpur**, India.
10. I/We undertake that if the rates of any items are lowered due to any reason, I will charge the lower rates.
11. I/We undertake that the items supplied are as per Make/Model /Catalogue/ technical literature description.
12. I/we do hereby confirm that the prices/rates quoted are fixed and are at par with the prices quoted by me/us to any other Govt. of India/Govt. Hospitals/Medical Institutions/PSUs. I/we also offer to supply the items at the prices and rates not exceeding those mentioned in the Financial Bid.
13. I pledge and solemnly affirm that the information submitted in tender documents is true to the best of my knowledge and belief. I further pledge and solemnly affirm that nothing has been concealed by me and if anything adverse comes to the notice of purchaser during the validity of tender period, the Director, **LGBRIMH, Tezpur** (India) will have full authority to take appropriate action as he/she may deem fit.

**Signature of Supplier**

With seal of firm (**Name of Supplier**)

Place .....

Date.....

**CRIMINAL LIABILITY UNDERTAKING**

*(To be executed on Rs.100/-Non-judicial Stamp Paper duly attested by Public Notary)*

I.....S/o.....  
..... Resident of

.....  
.....

..... Do solemnly  
pledge and affirm:

1. That I am the proprietor /partner/authorized signatory of

M/s. ....  
.....

1. No police case is pending against the Proprietor / partner of the Company (Agency).  
Indicate any convictions if any against the Company/firm/partner.
2. I/We have not quoted the price higher than previously supplied to any Government  
Institute / Organisation / reputed Private Organisation in recent past.
- 3.(Proprietor/firm) has never blacklisted by any organization.

**Name & Signature**

**Seal of the participating Supplier**

**Company**

**Affirmation/Verification**

## Annexure-IV

### Manufacturers' Authorisation Form

The Supplier shall require the manufacturer to fill in this form in accordance with the instructions indicated. This letter of authorisation should be on the letterhead of the Manufacturer and should be signed by a person with the proper authority to sign documents that are binding on the Manufacturer.

Date : *Insert date (as day, month and year)* of Bid Submission

Tender No. : *(Insert number from Invitation for Bids.)*

To,

Director  
LGBRIMH, Tezpur, Sonitpur, Assam

WHEREAS

We (**Insert Complete name of Manufacturer**), Who are official Manufacturers in (*Insert type of goods manufactured*), having factories at (*insert full address of Manufacturer's Factories*), do hereby authorise ( **Insert Complete name of Supplier**) to Submit a bid the purpose of which is to provide the following Goods, manufactured by us ( **insert name and or brief description of the Goods**), and to subsequently negotiate and sign the contract.

We accept the warranty / Guarantee condition mentioned in the tender documents of **LGBRIMH, Tezpur**

Signed : (**insert signature of authorised representative of the manufacturer**)

Name : (**insert complete name of authorised representative of the manufacturer**)

Duly authorised to sign this authorisation on behalf on: (**insert complete name of Supplier**)

Date on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_  
(**insert date of signing**)

**Deviation Statement Form**

1. The following are the particulars of deviations from the requirements of the tender technical Specifications of reagents.

<b>Specification</b>	<b>Deviations</b>	<b>Remarks (including Justification)</b>

Place :

Date :

Signature and seal of the  
Manufacturer/Supplier

**Note :**

- 1) Where there is no deviation, the statement should be written duly signed with an endorsement indicating “ No deviations”

## Organization's contact details

NAME & ADDRESS OF THE Vendor/ Manufacturer / Agent	
Phone	
Fax	
E-mail	
Contact Person Name	
Mobile Number	
TIN Number	
PAN Number	
GST Number	
Bank details	

**DEED OF CONTRACTUAL AGREEMENT**

**THIS AGREEMENT** made the.....day of ....., 2026 Between Director, *Lokopriya Gopinath Bordoloi Regional Institute of Mental Health, Tezpur Assam* (hereinafter "the Purchaser") of the one part and M/s \_\_\_\_\_ (hereinafter called "the Supplier") of the other part:

**WHEREAS** in response to the notification No. LGB/NAZ/..... Dated ..... The supplier has submitted to the LGBRIMH a tender for Supply of Laboratory Reagents (Kits) & Chemicals for Automated coagulation analyzer specified there in the Annexure I subject to the terms & conditions contained in the said tender.

**AND WHEREAS** the supplier has also deposited with the Government a sum of Rs..... as performance security for the execution of an agreement undertaking the due fulfillments of the contract, in case this tender is accepted by LGBRIMH.

**NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:**

1. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:

- a) The Letter of Acceptance issued by the purchaser/ Supply Order.
- b) The Notice Inviting Tender
- c) The supplier’s bid including enclosures, annexure, etc.
- d) The Terms and Conditions of the Contract
- e) The Schedule of Requirement
- f) The Technical Specification
- g) Any other document listed in the supplier’s bid and replies to queries, clarifications issued by the purchaser, such confirmations given by the supplier which are acceptable to the purchaser and the entire Addendum issued as forming part of the contract.

2. In case the supplier fails to execute the agreement as aforesaid incorporating the terms and conditions governing the contract, the purchaser shall has the power and authority to recover from the supplier any loss or damage caused to LGBRIMH by such breach as may be determine by LGBRIMH by appropriating the security money deposited by the supplier and take appropriate action as per penalty clause of the tender. If the security deposit is found to be inappropriate, the deficit amount may be recovered from the supplier from his outstanding bill or such other manner as the purchaser may deem fit.

3. On inspection if any article found not as per specification of the supply order it shall be replaced by me/us in time as asked for, to prevent any inconvenient at my/our expenses. In case of non-fulfillment of the terms and conditions of the contract/ supply order, the Director LGBRIMH shall have right to take appropriate action and impose penalty as deemed fit.

4. In consideration of the payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Purchaser to provide, the goods and services without interruption and to remedy defects therein in conformity in all respects with the provisions of the Contract.

5. The purchaser hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

6. Director, LGBRIMH, Tezpur may cancel the contract at any time during contract period without assigning any reasons thereof.

7. In case of any dispute the same shall be mitigated as per provision of the tender and territorial jurisdiction **shall be within the limit of the Tezpur District Court.**

In the presence of witness  
1.....  
2.....

Signature of the Purchaser or his/her nominee  
(with seal)

In the presence of witness  
1.....  
2.....

Signature of the Supplier  
(with seal)

### **Details of Equipment**

- Fully Automated Coagulation analyzer
- Viscosity based detection system for clotting test and optical system for chromogenic & Immunoturbidimetric tests
- Capable to run clotting assay, Chromogenic assay & Immunoturbidimetric assay
- Parameters - PT, APTT, TT, ATIII, Heparin, Fibrinogen, Fondparinux, Rivaroxaban, UFH & LMWH, D-dimer, FM, FDP PC (Clot&Chromogenic), PS, Free PS, APCR, Plasminogen, Antiplasmin, TAFI, VWF:Ag, Extrinsic & Intrinsic Factors & LA
- Throughput-150 PT/hour & 90 PT & APTT/hour
- 80 test methodologist available
- Reagent positions- 45 with 5 stirring positions. All are temperature controlled & maintained from 15 to 19 deg C. Each reagent can be placed in several positions and analyzer will detect automatically without manual intervention.
- Barcode identification for reagents with continuous loading.
- 96 samples positions, with 84 primary tubes & 12 for paediatric tubes
- Adaptors available for Microtainers
- Barcode identification for samples
- Continuous sample loading with all positions for STAT mode
- 12 programmable tests for one sample
- Three separate needles for samples, Intermediate reagents & starter reagents with LLD (Liquid level detection)
- 1000 unitary cuvettes on board with continuous loading capability.
- Pre calibrated assay for PT, FIB & D.dimer, Free pro S & VWF:Ag.
- Storage capable for calibration curves. Automatic dilutions for calibrations.
- Window based multi tasking software
- 600 patients result & one year IQC result in memory
- Re-run and reflex facility
- QC management with levy Jennings chart & wesdgard QC alarms.
- Alarms for QC out range capability.
- LIS capability with Bi directional transferring capacity
- Auto validation for patients result & calibrations.
- Auto rerun with operators rules.

**Format for Affidavit of Self Certification regarding Local Content in a Medical Device to be provided on Rs. 100/- Stamp Paper**

**Date:** \_\_\_\_\_

I \_\_\_\_\_ S/o.D/o, W/o \_\_\_\_\_, Resident of \_\_\_\_\_ do hereby solemnly affirm and declare as under:

That I will agree to abide by the terms and conditions of the policy of Government of India issued vide Notification No:

That the information furnished hereinafter is correct to best of my knowledge and belief and I undertake to produce relevant records before the procuring entity or any authority so nominated by the Department of Pharmaceuticals, Government of India for the purpose of assessing the local content.

That the local content for all inputs which constitute the said medical device has been verified by me and I am responsible for the correctness of the claims made therein.

That in the event of the domestic value addition of the product mentioned herein is found to be incorrect and not meeting the prescribed value-addition norms, based on the assessment of an authority so nominated by the Department of Pharmaceuticals, Government of India for the purpose of assessing the local content, action will be taken against me as per Order No. P-45021/2/2017-B.E.-II dated 15.06.2017 and

I agree to maintain the following information in the Company's record for a period of 8 years and shall make this available for verification to any statutory authorities:

- i) Name and details of the Domestic Manufacturer (Registered Office, Manufacturing unit location, nature of legal entity)
- ii) Date on which this certificate is issued
- iii) Medical devices for which the certificate is produced
- iv) Procuring entity to whom the certificate is furnished
- v) Percentage of local content claimed
- vi) Name and contact details of the unit of the manufacturer
- vii) Sale Price of the product
- viii) Ex-Factory Price of the product
- ix) Freight, insurance and handling
- x) Total Bill of Material
- xi) List and total cost value of inputs used for manufacture of the medical device
- xii) List and total cost of inputs which are domestically sourced. Value addition certificates from suppliers, if the input is not in-house to be attached.
- xiii) List and cost of inputs which are imported, directly or indirectly

**For and behalf of**

Authorized signatory (To be duly authorized by the Board of Director)

**(Name of Firm/ entity)**

### Calculation of Local Content

Name of Manufacturer	Calculation by Manufacturer (Cost per unit of product)				
	Cost Component	Cost (Domestic Component) a	Cost (Imported Component) b	Total Cost (INR / US \$) c=a+b	Percentage of Local Content D=(a/c)*100
I.....					
II.....					
III. Total Cost (Excluding tax and duties)					

Note:

- I **Cost (Domestic Component):** Sum of the costs of all inputs which go into the product (including duties and taxes levied on procurement of inputs except those for which credit / set-off can be taken) which have not been imported directly or through a domestic trader or an intermediary.
- II **Cost (Imported Component):** Sum of the costs of all inputs which go into the product (including duties and taxes levied on procurement of inputs except those for which credit/ set-off can be taken).

Sl. No.	Documents to be submitted along with the techno-commercial bid	Attached page no.	
		From	to
1.	Scanned copy of EMD or proof of EMD exemption		
2.	Scanned copy of proof of MSME enlistment. (if applicable)		
3.	Scanned copy of a declaration by the proprietor of the firm, in case, the firm is proprietorship <i>on non –judicial stamp paper of worth Rs100.00 – duly attested by Notary Public</i> . In case of partnership firm, a scanned copy of partnership deed duly registered by the Register of Firms. Incorporation certificate in case of company.		
4.	Scanned copy of statement of financial status (Annual turnover for last 3 years from Chartered Accountants).		
5.	Scanned copy of performance report from Govts/ Semi-Govts/Autonomous organization served in their letter head in the same/similar field. (for last 3 years).		
6.	Scanned copy of recent non-conviction/ non-blacklisting certificate on non – judicial stamp paper of worth <b>Rs100.00</b> – duly attested by Notary Public(As per Annexure III)		
7.	Scanned copy of updated Income Tax return documents for the financial year 2023-24.		
8.	Scanned copy of authority letter from manufacturer (if tender submitted by distributor/ dealer).As per Annexure IV		
9.	Scanned copy of PAN Card and GST registration certificate.		
10.	Scanned copy of Bank Details.		
11.	Scanned copy of duly filled annexure I and II.		
12.	Scanned copy of duly filled annexure V & VI		
13.	Scanned copy of valid Trade License or incorporation certificate		
14.	Make in India specific Authorization certificate needs to be enclosed		
15.	Scanned copy of local supplier declaration /certificate as per annexure IX & X		
16.	All Hardcopies uploaded		