

Indian Red Cross Society
Blood Bank
National Headquarters
1-Red Cross Road,
New Delhi-110001.

Notice Inviting Quotation for Consumable Items/ Printing Material/Badges/Juice Drink

1. On behalf of the Secretary General, Indian Red Cross Society (Blood Bank), sealed quotation are invited under Two Bid System i.e. Technical Bid and Financial Bid from local vendors for consumable Items, kits and printing material for its Blood Bank at the above address.

2. Schedule of Events:

- (a) Last date for receiving quotation 31st January, 2017
- (b) Date of opening of Technical Bid 03rd February, 2017

3.1 The sealed quotation should reach the Director, Blood Bank, Indian Red Cross Society, New Delhi -110001 latest by 3.00 pm, on 31st January, 2017

3.2 Please send:

- (a) One sealed envelope:
 - (i) The Technical bid;
 - (ii) Sealed samples as per list at annexure 'A' and
 - (iii) Documentary evidence of total amount of turnover being not less than Rs.1200000/- (Rupees twelve lacs only) in at least 1 of the less 3 years ending on 31st March, 2016.

Acceptable evidence is by way of assessment of sale tax/vat department.

- (b) In another sealed envelope the Financial Bid of prices valid for two years;
- (c) Both the sealed envelope at (a) and (b) above should be put in an outer sealed envelope which should be addressed to the Director, Blood Bank at the address given in paragraph 3.1 above.

Please note that each of the envelopes should have the name, address and telephone number of the bidder.

3.3 The inner and outer envelopes should be marked "Bid FOR Consumable Items/Printing Material/Badges/Juice Drink" in blood bank.

- 4.1 The Technical Bids shall be opened at 03.00 PM hours on 03.02.2017 in the room of the Director, Blood Bank. Bidders or their authorised representative may attend the bid opening.
- 4.2 Technical Committee appointed by the Director Blood Bank shall evaluate and decide bids that are found acceptable.
- 4.3 The bidders whose technical bids are found acceptable by the Technical Committee shall be informed, by email and speed post letter, of the date and time of the opening of their financial bids. They or their representative may attend the bid opening.
- 4.4 After the opening, the financial bids shall be evaluated.
- 4.5 To ensure timely supply, the 3 lowest bidder L-1, L-2 and L3 will be short listed. L-2 will be asked to match the rates of L1; If L2 refuses, L-3 will be asked to match the rates of L-1
- 4.6 The order will be split among two supplier in the ratio of 70 to L-1 and 30 L-2/3
- 4.7 If two or more bidders become L1 after the opening of the financial bids, two will be selected by draw of lots; and the order placed equally among the two of them.
5. Bids not received in sealed cover and or after the due date will not be considered.
6. The Secretary General has the right to reject or accept any or all bids without assigning any reason.
7. The supplier (the bidder(s) on whom orders are to be placed will be informed to to deposit security money @ 10% of the instalment amount of proposed order The security money shall be in the form of A bank draft drawn on any schedule bank in favour of the 'Indian Red Cross Society Blood Bank' New Delhi, The draft should be submitted at the time of collection of order from the society. No interest will be allowed on the above deposit. The security money will be returned to the firm after completing the order.
8. The order on the supplier will be placed as per annexure 'A'.
9. In case supply is not made in accordance with the samples provided to Red Cross Blood Bank, the order placed will stand cancelled and the security deposit money will be forfeited.

Director, Blood Bank

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