



**NATIONAL INSTITUTE FOR THE EMPOWERMENT OF PERSONS
WITH INTELLECTUAL DISABILITIES (DIVYANGJAN)**

Department of Empowerment of Persons with Disabilities (Divyangjan)
(Ministry of Social Justice & Empowerment, Government of India)
Manovikas Nagar, Secunderabad-500 009
(An ISO 9001:2015 Institution)



NIEPID/Pur.10(04)/2019-20/

**SUB: TENDER DOCUMENT FOR PROCUREMENT OF OCCUPATIONAL THERAPY
MATERIALS- REG.**

TECHNICAL BID

You are requested to submit your offer as per our specification, terms and conditions online through e-procurement under two bid system (technical and financial bid separately to be quoted as mentioned below:

S.No	Name of the Item	Specifications	Specifications offered	Quantity
1.	Therapy ball	Red 65cm , Yellow 95cm		2 nos.
2.	Stair Climber Without bars	Dimensions: 2 Stairs 60 cm long x 45 cm wide x 45 cm high (15 cm high per step) 1 cube of 45 cm ³		1 no.
3	Clay Dough	Clay with varied resistance		1 set
4	Standing Frame	CP sitting cum standing frame with activity table: width 41cm ,height -3to 4.5 ft adjustable with activity table.		1 no.
5	Inter locking mat	1x 1 meter x20mm thickness ,interlocking puzzle mat		As per the size of room requirement
6	CP chair	56cmx 63 cm with adjustable height and lap board		1 no.
7	Prone Crawler (blue and red)	90cm length x 30 cm width with 50mm diameter casters High density padded foam top 25mmx 25mm		1 no.
8	Prone Wedge (red,blue ,yellow)	72x28x12 inches (working load 100kgs : foldable)		1 no.
9	Bolster	(Red 10'' and Blue – 8'')		2 no.
10	Balance beam (Blue) Inter locking	Length :72'' ,width: 3 '' ,(working load :50 kg)		1 no.
11	Balance Board red and blue bigger	60 x36x 8 inches, (working load 100kgs ,foam padded)		1 no.
12	Scooter Board	30''x15''x5'' (working load 75 kg)		1 no.
13	Trampoline	40 inches with mesh		1 no.
14	Puppets	Finger puppet (animal)		1set
15	Indoor Basket Ball	54 '' height		1 no.
16	Rattle	Coloured eggs shaped wooden rattle		1set

		L 11 cm x b – 3cm	
18.	Play Toys	Coloured Teddy bears medium size	2 nos.
19.	Wooden blocks	Cubes 2/2” Green, red, yellow, blue	1 dozen
20.	Peg Board with knob	Shape – 05 different wooden shapes , Size - L – 48 cm x B-37 cm Wooden shapen – circle, square, triangle, rectangle, petagoan with knob Wooden body parts without knob Size - L – 48 cm x B-37 cm	1 set.
21.	Pounding toys- wooden hammer & pegs	280x114 mm	1set
22.	Link	Linking chains	1set
23.	Beads of various sizes, shapes, textures preferably (from medium to large)	Stringing bids with laces	1 set.
24.	Stacking Tubs	Ring tower and cups	1 each
25.	Abacus board- junior	260x58 mm with zig gaz rods 50 beads of 5 different colors and shapes	1 set
26.	Lacing board	36x24 cm wooden with 3 different lacs	1 no.
27.	Static cycle	40’’L x 25.3W X 41’’ HEIGHT Weight limit :200 lbs	1 no.
28.	Dressing Frame- buttoning , zipping, lacing, buckling, clasping and snapping	375x298cm size Thickness – 9mm	1 each
29.	Tinker toys	Human model of wooden thinker toys	1 no.
29	Squeaky toys	Caterpillar, lady bug and snake and sensory squeaky toys	1 set.
30	Visual Stimulation toys	Light emitting multicoulour balls	1set.
31	Magnetic grasper peg baord	Laminated board fitted with 9 magnetic pegs with different resistance (size 3x3)	1 no.
32	Theraband	1.5 meter bands with graded resistance band of different colors with hand grips	1no.set
33	Cylindrical pegs(all type of grasping material)	30cm square, 25 holes of 12mm diameter	1 no.
34	Creeper	90cm length x 30 cm width with 50mm diameter casters High density padded foam top 25mmx 25mm	1 no.
35	Weight cuff	200gm ,500gm, 1kg, 2kg	1 no.each set
36	Rollator	18.5 ‘‘ x 9’’x24 ‘‘ (toddler) – 175 lbs.- weight capacity 20’’x9’’x28.25’’ (child)-200 lbs – weight capacity	1no.each
37	Hand exerciser	24x30x30 inches (wooden table with pulley and ropes and weight	1 no.
38	Bosu Ball (blue)	56cm	1 no.

Terms & Conditions

1. The price quoted should be inclusive of all taxes.
2. The bids should be submitted on or before 19.03.2020 by 1500 hrs through e-procurement and date of opening 20.03.2020 at 1500 hrs.
3. The tender is required to be submitted through e-procurement online under two bid system (Go to website www.eprocure.gov.in/eprocure, click on tenders by organization and select National Institute for the Mentally Handicapped).
4. The cost of the Earnest Money Deposit of Rs.12,000/- (Rupees Twelve Thousand Only) the amount may be transferred through RTGS to "NIEPID Institution, A/c No. 3631010100000025, IFSC Code – PUNB0453800, Punjab National Bank, Manovikasnagar, Secunderabad – 500 009 on or before opening of the tender. The details of UTR No. is required to be submitted online.
5. The successful bidder shall have to deposit a performance security deposit @ 7% of the total value of the order in the form of Demand Draft/Bank Guarantee which should be valid for over and above two months of completion of work/supply or the warranty period.
6. The following documents will be checked for technical scrutiny :
 - a) Technical bid form duly filled as per the format in the tender document should be submitted along with tender document.
 - b) Shall submit 03 similar work orders of the value of Rs 2 lakhs and above for each order from different organizations executed in the last 03 years.
 - c) Shall have firm registration/Shop and Establishment Licenses certificate (Attach copies)
 - d) Annual financial statement of company for last 3 years authorized by CA.
 - e) Acceptance certificate of technical bid as per Annexure-1.
 - f) Acceptance certificate of financial bid as per Annexure-2.
 - g) Details of EMD submitted.
 - h) GST/VAT/CST Certificate of the firm to be attached
 - i) PAN details to be attached
 - j) All the pages should be serially numbered, signed and stamped. Indicate the total no. of pages submitted.
 - k) Compliance report of technical specification alongwith brand and catalogue if any.
7. All the above documents are required alongwith the technical bid.
8. The price quoted by the tenderer should be firm and inclusive octroi, freight and forwarding charges, handling charges, loading insurance charges, any other tax/charges inclusive of VAT/GST. No tenderer shall be allowed to revise its original price.
9. The material should conform to the specification given.
10. Delivery should be made at NIEPID HQ, Secunderabad
11. No advance payment will be made. However the payment will be made after 30 days on inspection of materials to our satisfaction.
12. The work should be completed within 30 days.
13. The decision of competent authority is final to accept or reject the Tender or relax the conditions of the tender.
14. The competent authority has right to relax the tender conditions.
15. IT/GST TDS will be deducted as per rules.
16. Demurrage charges will be made for delayed supply @0.5% per week.
17. MSME Registered firms are exempted from EMD.

TECHNICAL BID FORM

Sl No.	Description	Submitted Yes/No Indicate the Page No. Where the copy attached In the tender document
1.	Name of the Firm: Head Office Address : Branches Tel. No. Fax No. e-mail web site, if any	
2.	Kind of proprietorship: (i) If limited concern, name and address of Directors and Managing Directors i) If single owner, name and address of the proprietor and Manager. ii) If partnership, name and addresses of partners	
3.	Shall submit 03 similar work orders of the value of Rs 2 lakhs and above for each order from different organizations executed in the last 03 years.	
4.	Shall have firm registration/Shop and Establishment Licenses certificate (Attach copies)	
5.	Annual financial statement for last 3 years authorized by CA.	
6.	Acceptance certificate of technical bid as per Annexure-1.	
7.	Acceptance certificate of financial bid as per Annexure-2.	
8.	Details of EMD submitted.	
9.	GST/VAT/CST Certificate of the firm to be attached	
10.	PAN details to be attached	
11	All the pages should be serially numbered, signed and stamped. Indicate the total number of pages submitted.	
12	Compliance report of technical specification alongwith brand and catalogue if any	

ACCEPTANCE CERTIFICATE

FOR TECHNICAL BID

I.....(designation).....,of (Name of the Company)..... hereby accept the above mentioned Terms & Conditions for **Procurement of Occupational Therapy Materials.**

Date:

Place:

Signature & Company Seal

FINANCIAL BID

Financial Bid is required to be submitted in the following format in BOQ format only.



[Item Wise BoQ](#)

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Tender Inviting Authority: < Director NIEPID >

Name of Work: < Supply of Occupational Therapy Equipment >

Contract No: < Occupational Therapy Equipment >

Name of the Bidder/ Bidding Firm / Company :	
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PRICE SCHEDULE

(DOMESTIC TENDERS - RATES ARE TO GIVEN IN RUPEES (INR) ONLY)

(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are all enter the Bidder Name and Values only)

NUMBER #	TEXT #	TEXT #	NUMBER #	TEXT #	NUMBER	NUMB ER #	NUMB ER	NUMB ER	NUMB ER	NUMB ER	TEXT	NUMB ER #	NUMB ER #
Sl. No.	Item Description	Item Code / Make	Quantity	Units	Estimated Rate in Rs. P	BASIC RATE In Figure s To be entere d by the Bidder in Rs. P	Excise Duty Amou nt in INR Rs. P	GST Amou nt in INR Rs. P	Freight Charge s (Unloa ding & Stacki ng) in Rs. P	Any Other Taxes in Rs. P	Any Other Duties/Le vies in Rs. P	TOTA L AMOU NT Witho ut Taxes col (13) = (4) x (7) in Rs. P	TOTA L AMOU NT With Taxes col (14) = sum (8) to (13) in Rs. P
1	2	3	4	5	6	7	8	9	10	11	12	13	14

1.14	Scooter Board30''x15''x5'' (working load 75 kg)	item14	1.00	Nos	0.00								0.00	0.00	INR Zero Only
1.15	Trampoline40 inches with mesh	item15	1.00	Nos	0.00								0.00	0.00	INR Zero Only
1.16	PuppetsFinger puppet (animal)	item16	1.00	Nos	0.00								0.00	0.00	INR Zero Only
1.17	Indoor Basket Ball54 '' height	item17	1.00	Nos	0.00								0.00	0.00	INR Zero Only
1.18	RattleColoured eggs shaped wooden rattle L 11 cm x b – 3cm	item18	1.00	set	0.00								0.00	0.00	INR Zero Only
1.19	Play ToysColoured Teddy bears medium size	item19	2.00	Nos	0.00								0.00	0.00	INR Zero Only
1.2	Wooden blocksCubes 2/2'' Green, red, yellow, blue	item20	1.00	dozen	0.00								0.00	0.00	INR Zero Only
1.21	Peg Board with knobShape – 05 different wooden shapes , Size - L – 48 cm x B-37 cm Wooden shapen – circle, square, triangle, rectangle, petagoan with knob Size - L – 48 cm x B-37 cm	item21	1.00	set	0.00								0.00	0.00	INR Zero Only
1.22	Pounding toys- wooden hammer & pegs280x114 mm	item22	1.00	set	0.00								0.00	0.00	INR Zero Only
1.23	LinkLinking chains	item23	1.00	set	0.00								0.00	0.00	INR Zero Only
1.24	Beads of various sizes, shapes, textures preferably (from medium to large)Stringing bids with laces	item24	1.00	set	0.00								0.00	0.00	INR Zero Only
1.25	Stacking TubsRing tower and cups	item25	1.00	each	0.00								0.00	0.00	INR Zero Only
1.26	Abacus board- junior260x58 mm with zig gaz rods 50 beads of 5 different colors and shapes	item26	1.00	set	0.00								0.00	0.00	INR Zero Only
1.27	Lacing board36x24 cm wooden with 3 different lacs	item27	1.00	Nos	0.00								0.00	0.00	INR Zero Only
1.28	Static cycle40''L x 25.3W X 41'' HEIGHT Weight limit :200 lbs	item28	1.00	Nos	0.00								0.00	0.00	INR Zero Only
1.29	Dressing Frame- buttoning , zipping, lacing, buckling, clasping and snapping375x298cm size Thickness – 9mm	item29	1.00	each	0.00								0.00	0.00	INR Zero Only

1.3	Tinker toysHuman model of wooden thinker toys	item30	1.00	Nos	0.00							0.00	0.00	INR Zero Only
1.31	Squeaky toysCaterpillar, lady bug and snake and sensory squeaky toys	item31	1.00	set	0.00							0.00	0.00	INR Zero Only
1.32	Visual Stimulation toysLight emitting multicoulour balls	item32	1.00	set	0.00							0.00	0.00	INR Zero Only
1.33	Magnetic grasper peg boardLaminated board fitted with 9 magnetic pegs with different resistance (size 3x3)	item33	1.00	Nos	0.00							0.00	0.00	INR Zero Only
1.34	Theraband1.5 meter bands with graded resistance band of different colors with hand grips	item34	1.00	set	0.00							0.00	0.00	INR Zero Only
1.35	Cylindrical pegs(all type of grasping material)30cm square, 25 holes of 12mm diameter	item35	1.00	Nos	0.00							0.00	0.00	INR Zero Only
1.36	Creepers90cm length x 30 cm width with 50mm diameter casters High density padded foam top 25mmx 25mm	item36	1.00	Nos	0.00							0.00	0.00	INR Zero Only
1.37	Weight cuffSets -200gm ,	item37	1.00	set	0.00							0.00	0.00	INR Zero Only
1.38	Weight cuffSets -500gm,1kg,2kg	item38	1.00	set	0.00							0.00	0.00	INR Zero Only
1.39	Weight cuffSets 1kg,2kg	item39	1.00	set	0.00							0.00	0.00	INR Zero Only
1.4	Weight cuffSets,2kg	item40	1.00	set	0.00							0.00	0.00	INR Zero Only
1.41	Rollator18.5 '' x 9''x24 '' (toddler) – 175 lbs.- weight capacity	item41	1.00	Nos	0.00							0.00	0.00	INR Zero Only
1.42	Rollator20''x9''x28.25'' (child)-200 lbs –weight capacity	item42	1.00	set	0.00							0.00	0.00	INR Zero Only
1.43	Hand exerciser24x30x30 inches (wooden table with pulley and ropes and weight	item43	1.00	Nos	0.00							0.00	0.00	INR Zero Only
1.44	Bosu Ball (blue)56cm	item44	1.00	Nos	0.00							0.00	0.00	INR Zero Only
Total in Figures												0.00	0.00	INR Zero Only
Quoted Rate in Words														INR Zero Only

Tender Inviting Authority

Annexure-2

ACCEPTANCE CERTIFICATE

FOR FINANCIAL BID

I.....(designation).....of (Name of the Company).....
hereby accept the above mentioned Terms & Conditions for **Procurement of Occupational Therapy Materials.**

Date:

Place:

Signature & Company Seal