



GOVERNMENT OF ANDHRA PRADESH

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Web Site:<https://tender.apemprocurement.gov.in>

TENDER DOCUMENT

FOR

Identification of vender for printing and distribution of Health card to Beneficiaries in Andhra Pradesh (e- Procurement)

Tender Notice No. : 3.4/APMSIDC/2022-23,Dt:31.05.2022.

Name of the Work : Identification of vender for printing and distribution of Dr. YSR Aarogyasri Health Card to the Beneficiaries in AndhraPradesh.

Implementing Agency:

**ANDHRA PRADESH MEDICAL SERVICES & INFRASTRUCTURE DEVELOPMENT CORPORATION
(AN ENTERPRISE OF GOVT. OF A.P.)**

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INTRODUCTION

- 1.1. The Andhra Pradesh Medical Services & Infrastructure Development Corporation – APMSIDC (formerly APMHIDC) (Tender Inviting Authority) is a fully owned Government of Andhra Pradesh for providing services to the various health care institutions under the Department of Family Welfare and Health. One of the key objectives of the APMSIDC is to act as the central procurement agency for all essential drugs and items for all health care institutions (hereinafter referred to as user institutions) under the department. The corporation has also been entrusted with the setting up and running of all kinds of modern Medical and Paramedical or medical based ancillary facilities such as hospitals, pathological labs, diagnostic centers, x-ray/scanning facilities.
- 1.2. Over the last decades, several items have been procured and installed in the various health care institutions under the government under different schemes. One of the major problems encountered is the maintenance of the items. Site preparation, timely replacement of consumables, calibration of sensitive items, up gradation of technology, training to the doctors and paramedical staff- all poses' problems. The corporation has been formed by the government to fill in these grey areas and to act as total service providers to the all the government health care institutions. Of course, this mammoth task could be achieved only with the active involvement and support of the manufacturers/dealers of the items.
- 1.3. In this tender, the lowest price is the sole criteria for selecting the item/supplier. The two-bid system, which is followed, has been designed to eliminate those items which do not match the technical specifications, or not having the proven technology and to eliminate firms that do not have the financial or technical capability to supply, install and maintain the items. i.e., to provide after sales support for a period of minimum 2 years from the issuance of the Work Order.
- 1.4. The payment to the successful tenders will be settled after 60 days from the date of submission of the quarterly invoice directly from the Trust. The 60 days period is a period for verification, reconciliation, obtaining feedback from the sachivalayams, to identify the exception set of cards for re-printing.
- 1.5. Every paisa spend by the corporation is public money and hence accountable. Therefore, after sales service and up-time guarantee on the performance of the item purchased by the Corporation have to be given paramount importance. Corporation will be dealing with defaulters in these

fronts with a firm hand, which may lead to blacklisting and recovery of damages. We request our valuable suppliers to avoid such unpleasant situations.

- 1.6. It is also essential while dealing with public money that utmost transparency has to be maintained in the procurements of the corporation. All decisions will be published from time to time on our website www.msfdc.ap.nic.in. The corporation will not wait for the mandatory 30 days period to provide any information under Right to Information Act and will provide the information within the minimum possible time. The Corporation will uphold the fundamental "right to be heard" enshrined under the Constitution of India and will take harsh decisions only after providing opportunity for hearing/submission of facts. Tenderers could prefer appeal to the government against all decisions of the corporation.

SECTION – I: INVITATION FOR BIDS (IFB)

GOVERNMENT OF ANDHRA PRADESH

ANDHRA PRADESH MEDICAL SERVICES & INFRASTRUCTURE DEVELOPMENT CORPORATION (APMSIDC)

Tender Notice No.3.4/APMSIDC/2022-23, Dated: 31.05.2022

Bids are invited on the e-procurement platform for Colour printing of 15000 cards per month (Approx.) and distribution of secure personalized Dr.YSR Aarogyasri Health Cards in various formats mentioned below for the State of Andhra Pradesh “with basic security features such as duly laminated, QR Code etc.,” as described in the Section V- Schedule of Requirements from the eligible bidders. The details of bidding conditions and other terms can be downloaded from the electronic procurement platform of Government of Andhra Pradesh i.e., www.tender.apecurement.gov.in

The bidder will be selected through Least Cost Based selection procedure described in this Bidding Document.

1. The Bidding Document includes the following parts:
 - I Volume I-The Work
 - II Volume II-The Bid
2. The bid of any bidder who has not quoted all the required rates, shall be out rightly rejected.
3. Bidders would be required to register on the e-Procurement marketplace www.tender.apecurement.gov.in and submit their bids online. On registration with the e-Procurement marketplace they will be provided with a user id and password by the system through which they can submit their bids online.
4. The bidders need to scan and upload the required documents as per the Check list given in Annexure II Such uploaded documents pertaining to technical bid need to be attached to the tender while submitting the bids online.
5. The attested copies of all these uploaded documents of technical bid, signed undertaking of tenderer should be submitted offline to Managing Director, APMSIDC, Mangalagiri on or before the next day of the last date of submission of bids. The

Corporation will consider only the bids submitted through on-line over the copies of the paper-based bids.

6.a) The participating bidder/s will have to pay tender processing fee (non-refundable) for the amounts specified in the Schedule of Requirements (Section –V), in online/DD to the account of the Managing Director, APMSIDC, Mangalagiri (Account No. 142410011000314 of Andhra Bank, Mangalagiri 522 503, IFSC Code: ANDB 0000366) and upload the original Transaction slip with UTR number. Failure to pay the Processing fee in the aforesaid manner will entitle for rejection of the bid.

6.b) Further the bidder/s shall furnish, as part of its bid, the Bid security/EMD for the amounts specified in the Schedule of Requirements (Section –V) to be paid in online.

6.c) Further all the participating bidders have to electronically pay a non-refundable transaction fee to M/s. APTS, the service provider through “Payment Gateway Service on E-Procurement platform”, as per the Government Orders placed on the e-procurement website.

7. APMSIDC will not accept the tenders from blacklisted companies or undependable Suppliers whose past performance with APMSIDC was found poor due to delayed and/or erratic supplies and those with frequent product failures, and also against whom there have been adverse reports of Sub-Standard Quality / Poor Service of Equipment supplies, as defined in the other parts of the Bidding document.
8. Period of Delivery: 3 Days from the date of receipt of cards (soft copy) from the Trust/downloaded from the portal with the given user credentials. The delivery terms include the total time given for printing the specified Health Card(s) with the Beneficiaries data as provided by Dr. YSR Aarogyasri Health Care Trust.

Time Limits prescribed

<u>Sl. No</u>	<u>Activity</u>	<u>Time Limit</u>
8.1	Delivery period	3 Days from the date of receipt of cards (soft copy) from the Trust/downloaded from the portal with the given user credentials.
8.2	Submission of Performance Security and entering into contract	5 days from the date of issuance of Supply/Work Order from Dr YSR Aarogyasri Health Care Trust
8.3	Payment	The payment will be settled after 60 days from the date of submission of the quarterly invoice.

9. Liquidated Damages: If the Service Provider fails to deliver the ordered material in time, Dr. YSR Aarogyasri Health Care Trust will levy the liquidated damages at the rate of 1% cost of delayed Dr.YSR Aarogyasri Health Cards per day per Card for the delay caused beyond 3 days from the date of receipt of cards (soft copy) from the Trust/downloaded from the portal with the given user credentials, subject to a maximum of 10% of Overall Contract value per instance.
10. Bidders' eligibility and qualifications: Defined at Clause 13 of Instructions to Bidders (Section II) and Qualification Criteria (Section-VI)

10.1 SCHEDULE OF REQUIREMENTS AND ELIGIBILITY CRITERIA(Section V): -

S.No.	Item Name	Qty	EMD/Bid Security in Rs.	Minimum Average Annual turnover in the last three financial years, i.e., 2018-19 and 2019-20, 2020-21	Past Performance required for eligibility
1	Dr. YSR Aarogyasri Health Card with QR-Code for Beneficiaries in 26 Districtsof Andhra Pradesh	15000 cards per month (Approx.)	4 Lakhs	Rs. 4 Crores.	Printing of any one Citizen related card. Such as 1) Aadhar Card, 2) Pan card, 3) Voter card, 4) Ration card, 5) Health Cards, 6) ATM cards of any scheduled commercial banks/any nationalised banks 7) Any other Govt. related cards etc., not less than 30 Lakhs per year. Further Bidder should have the capacity of printing 1 lakh cards per day if required.

10.2 Processing fee: The participating bidders will have to pay tender processing fee (non-refundable) of Rs.11,800/- in online/ DD to the account of the Managing Director, APMSIDC, Mangalagiri (Account No. 142410011000314 of Andhra Bank, Mangalagiri 522 503, IFSC Code: ANDB 0000366) and upload the original

Transaction slip with UTR number. Failure to pay the Processing fee in the aforesaid manner will entitle for rejection of the bid.

10.3 Transaction Fee:The participating bidders have to electronically pay a non-refundable transaction fee of 0.03% on the Total Cost + GST as applicable to M/s. APTS, the service provider through "Payment Gateway Service on e-procurement platform", as per the Government Orders placed on the e-procurement website.

10.4 Details of Tender Process:

Sl. No	Description	Date and Time
1	Downloading of documents	08.06.2022 up to 22.06.2022 @ 02.59 PM
2	Queries will be accepted up to	10.06.2022 up to 12.00 Noon
3	Due date for Receipt of tenders	22.06.2022 @ 3.00 PM
4	Time and date of opening of technical Bids	22.06.2022 @ 3.01 PM
5	Time and date of opening of financial bids	22.06.2022 @ 5.00 PM

10.5 Check List of Documents to be Uploaded as part of the Bid and Notes to Bidders

I. Documents with the Technical Bid

Sl. No	Document Description	Documents to be submitted Online
1	Process Fee of Rs.11,800/-	Offline & Online
2	EMD/Bid Security of Rs.4 Lakhs	Offline & Online
3	Bid Form Form-1	Offline & Online
4	Past Performance Details Form 2band supporting documents	Offline & Online
5	Financial Capability Details Form 2a	Offline & Online
6	Letter of authorization to sign the bids Form 3	Offline & Online
7	Technical and Commercial deviations statements (To be uploaded on the letter head of the bidder)	Offline & Online
8	Appropriate ISO Certificate.	Offline & Online
9	Copy of the GST Registration and Details of IT- PAN / TIN copies	Offline & Online
10	Memorandum of Articles	Offline & Online
11	General information	Offline & Online
12	Declaration Form	Offline & Online

Note: The dates stipulated above are firm and under no circumstances they will be relaxed unless otherwise extended by an official notification or happen to be Public Holidays. For

the assistance in the online submission issues, the bidder may contact the help desk of APMSIDC at their e-mail address: ed.apmsidc16@gmail.com, aphmhidc@gmail.com.

11. Procedure for Bid Submission

- (a) The Tenderers/Bidders who are desirous of participating in e-procurement shall submit their technical bids, price bids etc., in the Standard formats prescribed in the Tender documents, displayed at e-procurement marketplace.
- (b) The bidders shall sign on all the statements, documents, certificates, uploaded by them, owning responsibility for their correctness / authenticity.
- (c) The Corporation shall not hold any risk on account of postal delay. Similarly, if any of the certificates, documents, etc., furnished by the tenderer are found to be false / fabricated / bogus, the bidder will be disqualified, blacklisted, action will be initiated as deemed fit and the EMD/Bid Security will be forfeited.
- (d) The Corporation will not hold any risk and responsibility for the loss in transit during uploading of the scanned document, for the invisibility of the scanned document online, and any other problem(s) encountered by the Tenderers while submitting his bids online.

12. Important Instructions to the Bidders:

- 12.1 Quality of product are given paramount importance by the Corporation. The Corporation will be dealing with the defaulters with firm hand, which may lead to blacklisting for a specified period in addition to levying penalties.
- 12.2 In case of complaints on the quality of the product supplied, bills will be withheld till receipt of Satisfactory reports. Further:
- 12.3 If the product is found to be 'Sub-Standard Quality' during the Contract period, then that particular bidder will be blacklisted for a period of (3) three years immediately succeeding the Contract year.
- 12.4 The Corporation will blacklist the Supplier, who is declared as 'Undependable during the Contract period, for a period of one year immediately succeeding the Contract year apart from taking other penal actions under the Contract.
- 12.5 The data issued by the Trust is highly confidential and shall not be shared anywhere else. **10% payment will be released only after due verification by the Trust Authority and certification by the authority that the data is deleted at other sources.**

- 12.6 The rate quoted and approved shall be valid for two years and any further orders from the Trust shall be honored by the successful bidder for one more year at the same price irrespective of health cards quantity.
- 12.7 Work shall be completed within 3 days from the date of request sent from the Trust authorities/date from which the PDF's are downloaded from the portal after the issuance of Work Order.
- 12.8 Printed Health cards to be delivered to the respective village/ward secretariats through Postal Department.
- 12.9 Data to be printed will be provided District- Mandal and Village/ward secretariats wise to the supplier directly by Dr. YSR AHCT.
- 12.10 Goods will be verified at respective secretariat level by the concerned authority any errors or duplication or missing cards from provided data, vendor is responsible for re-printing and handover the same to the Postal.
- 12.11 Printed Health cards shall be supplied village or ward secretariat wisewith due specific bundle identification.
- 12.12 Cards shall be delivered as and when the work completes in parts, without waiting for completion of total work. (Irrespective of number of cards from the date of request made by the Trust authorities).
1. Bidder should print the health card as per Health Card specifications mentioned in the Tender document.
 2. Bidder should download and print the PDF files from the Trust's site (Or) through API on their own site whichever is feasible.
 3. Bidder should not take more than 3 days (except General Public holidays) for printing as per SOP.
 4. Penalty will be imposedfor Delay in delivery, damaged, wrongly printed cards, and wrongly delivered cards.
 5. Bidder has to print the cards village/ ward secretariat wise and pack the cards on village/ward secretariat basis.
 6. Bidder should hand over such packages to the India Postal Department as per SOP (Annexure attached) duly attesting the secretariat address and postal consignment ID on package.

7. Bidder should be in continuous coordination with concerned Post Office and ensure the delivery of all consignments within time and submit the compliance report to the Trust.
8. Any undelivered package of cards which were revert back to bidder should be resubmitted to the Postal Department for successful delivery in coordination with the Trust.
9. Bidder has to submit the report of processed reconciliation requests on Weekly/ monthly/ Quarterly/Half Yearly/Yearly or as and when requested by the Trust Authorities.
10. Bidder has to submit the status of the cards through online for all dispatched cards through Postal service.
11. Bidder should re-print the health cards against improper and data mismatched cards upon the request made by the Trust through village/ward secretariats.
12. Price must be inclusive of all Taxes.
13. Payment to the successful tenders will be settled after 60 days from the date of submission of the quarterly invoice directly from the Trust.
13. The decision of the Managing Director, APMSIDC, or any officer authorized by him in respect of the quality of the supplied product shall be final and binding.
14. No claims shall be allowed against the APMSIDC in respect of interest on Earnest Money Deposit or on Security Deposit or late payments.
15. Savings Clause: No suit, prosecution or any legal proceedings shall lie against APMSIDC or any person for anything, which is done in good faith or intended to be done in pursuance of bid.
16. Address for submission of Sample:
Andhra Pradesh Medical Services & Infrastructure Development Corporation
Plot No-9, Survey No-49, 2nd Floor, IT Park, Mangalagiri-522503, Guntur District,
Andhra Pradesh. Mail-id: ed.apmsidc16@gmail.com, aphmhidc@gmail.com

17. Reverse tendering process on e-procurement portal

- a) APMSIDC will schedule reverse tendering process on the e-Procurement portal. Qualified technical bidders will also be communicated through e-mail the date and time for the conduct of reverse tendering process.
- b) Online reverse tendering process
 - i) The online Reverse tendering process will be run on the total amount.
 - ii) Only the technically qualified bidders will be permitted to participate in the reverse tendering.
 - iii) The 'opening price' i.e. start price for Reverse tendering will be the lowest (L1) price quoted by the Bidders amongst all technically qualified bidders.
 - iv) Bidders can modify the total price, based on the minimum bid decrement or the multiples thereof, to displace a standing lowest bid and become "L1", and this will continue as an iterative process. The total price, will be used to determine the total cost of the bid.
 - v) For the purpose of Reverse tendering, the minimum bid decrement value on 0.5% of L1 value or as specified by TIA.
 - vi) Reverse tendering duration: The duration of the reverse tendering is 3 Hours. All bidders are required to submit their online bids during this period.
 - vii) In case, if any bidder decides to lower the price in the last fifteen (15) minutes of the reverse tendering duration, then the duration of the reverse tender will be extended for additional 15 minutes (Bid Received time + 15 minutes) to enable other bidders to participate further. Such extensions will continue as long as there is no bid received in the last 15 minutes.
 - viii) After the completion of reverse tendering, the system will calculate the total price of the bid.

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VOLUME I
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Disclaimer

The information contained in this Bidding document or subsequent provided to Bidder(s), whether verbally or in documentary or any other form by or on behalf of the Trust or any of its employees or advisors, is provided to Bidder(s) on the terms and conditions set out in this RFP and such other terms and conditions subject to which such information is provided.

This RFP is not an agreement and is neither an offer nor invitation by the Trust to the prospective Bidders or any other person. It may not be construed as the agreement under any circumstances. The purpose of this RFP is to provide interested parties within formation that may be useful to them in making their financial offers (Bids) pursuant to this RFP. It includes statements, which reflect various assumptions and assessments arrived at by the Trust in relation to the **IT Infrastructure needs of the trust**. Such assumptions, assessments and statements do not purport to contain all the information that each Bidder may require. This RFP may not be appropriate for all persons, and it is not possible for the Trust, its employees or advisors to consider the investment objectives, financial situation and particular needs of each party who reads or uses this RFP.

Information provided in this RFP to the Bidder(s) is on a wide range of matters, some of which may depend upon interpretation of law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The Trust accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein.

The Trust, its employees and advisors make no representation or warranty and shall have no liability to any person, including any Bidder or Bidders under any law, statute, rule or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFP or otherwise, arising in anyway for participation in this Bidding Stage.

The Trust also accepts no liability of any nature whether resulting from negligence or otherwise how so ever caused arising from reliance of any Bidder upon the statements contained in this RFP.

The RFP document will not form part of any contract or arrangement, which may result from the issue of this document or any investigation or review, carried out by a Recipient

The Trust may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumptions contained in this RFP.

A. General

Term No. 1

Term Heading Definitions

Sub Term No.

1 In this document, the following terms shall be interpreted as indicated below.

(a) General Definitions

- (i) "Applicable Law" means the laws and other instruments having the force of law in India.
- (ii) "Authority" means Dr.YSR Aarogyasri Health Care Trust in short it is referred as "**Trust**"
- (iii) "Government" means the Government of Andhra Pradesh (GoAP) or the Government of India (GoI), as the context may require.
- (iv) "IRDA" means the Insurance Regulatory and Development Authority of India established under the Insurance Regulatory and Development Authority Act 1999.
- (v) "Law" includes all statutes, enactments, acts of legislature,

laws, ordinances, rules, byelaws, regulations, notifications, guidelines, policies, directions, directives, and orders of any Government, Government Authority, Court, Tribunal or Board, as may be applicable to the subject matter of the Contract in pursuance hereof.

(vi) "Scheme" means Dr.YSR Aarogyasri.

(vii) "Tender inviting Authority" is Managing Director, APMSIDC.

(b) Entities

(i) "Party" means the Dr. YSRAHCT or the Service Provider, as the context may require; and "Parties" means both of them.

(ii) "Third Party" means any person or entity other than the Government, the APMSIDC or the Service Provider.

(iii) "Dr. YSRAHCT/Trust" means Dr.YSR Aarogyasri Health Care Trust Government of Andhra Pradesh (GoAP)

(iv) Conflict of Interest: The Service Provider shall not engage and shall cause its personnel as well as any Subcontractors and their personnel not to engage, either directly or indirectly, in any business or professional activities that would conflict with the activities assigned to them under this Contract.

(c) Scope

(i) "Confidential Information" means all information (whether in written, oral, electronic or other format) that has been identified or marked confidential at the time of disclosure including Project Data which relates to the technical, financial and business affairs of customers, Service Provider, products, operations, processes, data, trade secrets, design rights, know-how and personnel of each Party and its affiliates which is disclosed to or otherwise learned by the other Party whether a Party to the Contract Agreement in the

course of or in connection with the Contract Agreement (including without limitation such information received during negotiations, location visits and meetings in connection thereof).

- (ii) “Deliverables” means the services specifically developed for “Dr.YSR Aarogyasri” and agreed to be delivered by the Service Provider in pursuance of this Bid Document and includes all documents related to the service, user manuals, technical manuals, design, methodologies, process and operating manuals, service mechanisms, policies, and guidelines, and all their modifications.
- (iii) “Proprietary Information” means processes, methodologies, and technical, financial and business information, including drawings, design prototypes, designs, formulae, flow charts, data, computer database and computer programs already owned by, or granted by third Parties to a Party hereto prior to its being made available under this Agreement.
- (iv) “Service Level” means the level and quality of service and other performance criteria which will apply to the Services as set out herein.
- (v) “Software” is a collection of computer programs and related data that provide instructions for telling a computer what to do and how to do it.
- (vi) “Materials” means all documentation in printed or printable form and all instructional and informational aides in any form (including audio, video and text) and on any medium, provided to the Dr. YSRAHCT by the Service Provider under the Contract Agreement.
- (vii) “Intellectual Property Rights” means any and all copyright, moral rights, trademark, patent, and other intellectual and

proprietary rights, title and interests worldwide, whether vested, contingent, or future, including without limitation all economic rights and all exclusive rights to reproduce, fix, adapt, modify, translate, create derivative works from, extract or re-utilize data from, manufacture, introduce into circulation, publish, distribute, sell, license, sublicense, transfer, rent, lease, transmit or provide access electronically, broadcast, display, enter into computer memory, or otherwise use any portion or copy, in whole or in part, in any form, directly or indirectly, or to authorize or assign others to do so.

(viii) “Goods” means all equipment, machinery, furnishings, Materials, and other tangible items that the Service Provider is required to supply or supply and install under the Contract, including, without limitation, the Information Technologies and Materials, but excluding the Service Provider’s Equipment.

(d) Place and Time

(i) “Hour” means the hour as appearing in 24-hour format (hh:mm)

(ii) “Day” means calendar day of the English Calendar.

(iii) “Week” means seven (7) consecutive Days, beginning from Monday.

(iv) “Month” means calendar month of the English Calendar.

(v) “Year” means twelve (12) consecutive Months.

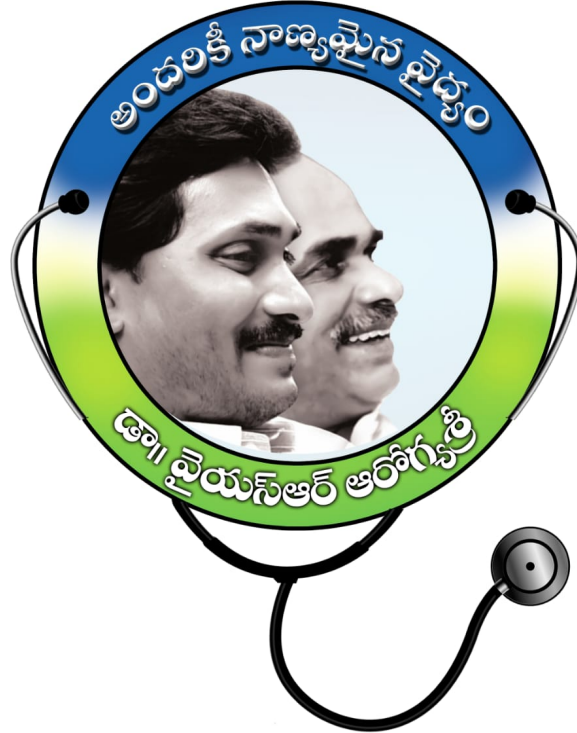
B. REQUIREMENTS

14. Tender to be invited for printing of Health cards across Andhra Pradesh on daily basis
15. Price matching clause may be incorporated to distribute the work among the bidders.
16. Printed Health cards to be delivered to the respective village/ward secretariats.
17. Data to be printed will be provided on daily basis as per the requirement received from the respective village/ward secretariats to the supplier directly by Dr. YSR AHCT.
18. Goods will be verified at village/ward secretariat by the concerned authority before distribution any errors or duplication or missing cards from provided data, vendor is responsible and to be replaced.
19. Printed Health cards shall be supplied village/ward secretariats specific bundle identification.
20. Cards shall be delivered as and when the work completes in parts, without waiting for completion of total work (irrespective of number of cards to deliver)
21. The rate quoted and approved shall be valid for two years from the date of work order and any further orders shall be honoured by the successful bidder for two years irrespective of quantity.
22. Specifications for Health cards are as below.
 - a. Card Specifications: CR80 Standards 30.7 mil
 - b. Thickness: 780 microns (around 0.78 mm)
 - c. Size of the card: width 8.89 cm X Length 21.59 cm with round corners.
 - d. Printing Resolution: 800 dpi or more (dots per square inch).
 - e. Material to be used: Printable sheet (White core); PVC RIGID (resin) sheet coated with polyurethane on front and back for ink and sheet bonding.
 - f. Lamination Film: PVC film coated with PU

- g. Process: Hot processing, all the printed layers and overlays (Lamination film), layers should be Fused (laminated) at the temperature of 110-140c for 20-30 minutes at mpa>= 7.5 pressure
- h. Warranty of the card: 5-10 years in Room temperature conditions (Indoor).

23. Prototype card shall be approved by competent authority from Dr. YSRAHCT before printing of cards.

24. LOGO to be printed on card is as below.



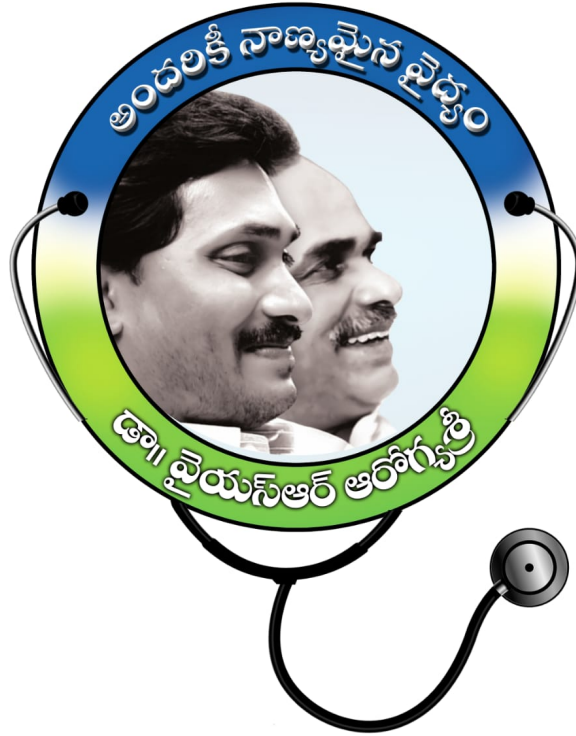
డా॥ వైయస్ఆర్ ఆరోగ్యశ్రీ హెల్త్ కేర్ ట్రస్ట్

25. Bidder should print the health card as per Health Card specifications mentioned in the Tender document.
26. Bidder should download and print the PDF files from the Trust's site Orthrough API on their own site whichever is feasible.
27. Bidder should not take more than 3 days (except General Public holidays) for printing as per SOP.

28. Penalty will be imposed for Delay in delivery, damaged, wrongly printed cards, and wrongly delivered cards.
29. Bidder has to print the cards village/ ward secretariat wise and pack the cards on village/ward secretariat basis.
30. Bidder should hand over such packages to the India Postal Department as per SOP(Annexure attached) duly attesting the secretariat address and postal consignment ID on package.
31. Bidder should be in continuous coordination with concerned Post Office and ensure the delivery of all consignments within time and submit the compliance report to the Trust.
32. Any undelivered package of cards which were revert back to bidder should be resubmitted to the Postal Department for successful delivery in coordination with the Trust.
33. Bidder has to submit the report of processed reconciliation requests on Weekly/ monthly/ Quarterly/Half Yearly/Yearly or as and when requested by the Trust Authorities.
34. Bidder has to submit the status of the cards through online for all dispatched cards through Postal service.
35. Bidder should re-print the health cards against improper and data mismatched cards upon the request made by the Trust through village/ward secretariats.
36. Price must be inclusive of all Taxes.
37. Payment to the successful tenders will be settled after 60 days from the date of submission of the quarterly invoice directly from the Trust.

C.DELIVERABLES

1. The Service Provider has to Print and supply tentatively 15,000 cards per month (Approx.) Dr.YSR Aarogyasri Health Cards for Beneficiaries in 26 districts (newly formed 26 districts) of Andhra Pradesh with all specified security features within 3 days from the date of request form the Trust authorities/date from which the PDF's are downloaded from the portal.
2. **Liquidated Damages:** If the Service Provider fails to deliver the ordered material in time, Trust will levy the liquidated damages at the rate of 1% cost of delayed Dr.YSR Aarogyasri Health Cards per day per Card for the delay caused beyond 3 days from the date of receipt of cards (soft copy) from the Trust/downloaded from the portal with the given user credentials, subject to a maximum of 10% of invoice value.
3. **Scheme Logo:**



డా॥ వైయస్ఆర్ ఆరోగ్యశ్రీ హెల్త్ కేర్ ట్రస్ట్

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VOLUME-II

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II.INSTRUCTIONSTOBIDDER (ITB)

A. GENERAL

Para Number 1

Para Heading Scope of Bid

Sub Para

- .1 APMSIDC invites Bids for “Colour Printing of 15,000 cards per month (approx.)secure personalized “**Dr. YSR Aarogyasri Health Cards for Beneficiaries of Andhra Pradesh** ”described in these Bidding Documents, in accordance with the procedures, conditions and contract terms prescribed in the Bidding Document. If Trust desires to issue more cards, the bidder should be in a position to print and deliver a lakh cards per day also.
- .2 The title and identification number of the Notice Inviting Bids (NIB), resulting Contract(s), and brief description of service are provided in the **BDS**.
- .3 The schedule of bidding process is as specified in the **BDS**.
- .4 The successful bidder will be expected to complete its performance within the period stated in the **BDS**.
- .5 Bidder must be ready to accept the extension of the contract by a further period specified in the **BDS** on the same terms and conditions, if so desired by APMSIDC.
- .6 The Official Website and the address of APMSIDC Office for the purpose of this Bidding Document shall be as specified in the **BDS**.
- .7 If the **BDS** so provides, alternative procedures forming part or all of what is commonly known as Open Tendering are available to the extent specified in, or referred to by, the **BDS**.
- .8 The Bidding documents can be downloaded from the e–procurement website www.tender.apecurement.gov.in

- .9 Throughout these bidding documents, the definitions in the Conditions of Contract shall apply; Services also refer to Activity Schedule; Authority also refers to APMSIDC; and Contractor also refers to Service Provider.
- .10 Throughout the Bidding Documents, the term "in writing" means communicated in written form (e.g., by mail, e-mail, fax, telex) with proof of receipt, and the term "days" means calendar days unless a different meaning is evident from the context.

Para Number **2**

Para Heading **General Instructions**

(Liability, Prohibited Practices, Cost of Bid, Definitions, etc.)

Sub Para

- .1 Any entity which has been barred by the Central Government, any State Government, a Statutory APMSIDC or a public sector undertaking, as the case may be, from participating in any project and the ban subsists as on the date of Bid, would not be eligible to submit a Bid.
- .2 This Bidding Document is not transferable.
- .3 Any award of contract pursuant to this Bidding Document shall be subject to the terms of Bidding Document.
- .4 The statements and explanations contained in this Bidding Document are intended to provide a better understanding to the Bidders about the subject matter of the Bid for which this Bidding Document is issued and it should not be construed or interpreted as limiting in any way or manner the scope of services and obligations of the bidder set forth in the Bidding Document or the APMSIDC's rights to amend, alter, change, supplement or clarify the scope of work, the assignment to be awarded pursuant to this Bidding Document or the terms thereof or herein contained. Consequently, any omissions, conflicts or contradictions in

the Bidding Document including this document are to be noted, interpreted and applied appropriately to give effect to this intent, and no claims on that account shall be entertained by the APMSIDC.

- .5 Liability:** APMSIDC shall not be liable for any omission, mistake or error in respect of any of the above or on account of any matter or thing arising out of or concerning or relating to tender document, the Bidding Document or the Bidding Process, including any error or mistake therein or in any information or data given by APMSIDC.
- .6** By submitting a proposal, the Bidder agrees to promptly contract with Authority/Trust for any work awarded to the Bidder. Failure on the part of the awarded Bidder to execute a valid contract with Trust within stipulated time will relieve APMSIDC of any obligation to the Bidder, and a different Bidder may be selected.
- .7** Any additional or different terms and conditions proposed by the Bidder would be rejected unless expressly assented to in writing by APMSIDC.
- .8** The Bidders shall adhere to the terms of this Bidding Document and shall not deviate from the same. If the Bidders have absolutely genuine issues only then should they provide their nature of non-compliance to the same. APMSIDC reserves its right to not accept such deviations to the Tender terms, in its sole and absolute discretion, and shall not be obliged to furnish any reason for exercising such right.
- .9** Responses received become the property of APMSIDC and can't be returned. Information provided by each Bidder will be held in confidence and will be used for the sole purpose of evaluating a potential business relationship with the Bidder.
- .10 Contacts during Bid Evaluation:** Bids shall be deemed to be under consideration immediately after they are opened and until such time APMSIDC makes official intimation of award/ rejection to the Bidders. While the Bids are under consideration, Bidders and/ or their representatives or other interested parties are advised to refrain, save and except as required under the Bidding Document, from contacting by

any means, APMSIDC and/ or their employees/ representatives on matters related to the Bids under consideration.

.11

For the purposes of this bid, the Authority,

(a) defines “Prohibited Practice” to comprise of any or all of the following terms collectively:

(i) “Corrupt practice” means **(i)** The offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of any person connected with the Selection Process (for avoidance of doubt, offering of employment to or employing or engaging in any manner whatsoever, directly or indirectly, any official of the Authority who is or has been associated in any manner, directly or indirectly with the Selection Process or the **LOA** or has dealt with matters concerning the Agreement or arising there from, before or after the execution thereof, at any time prior to the expiry of one year from the date such official resigns or retires from or otherwise ceases to be in the service of the Authority, shall be deemed to constitute influencing the action of a person connected with the Selection Process); Or **(ii)** Save and except as permitted under the Clauses relating to Bid security/Performance security of this Bidding Document as provided herein, engaging in any manner whatsoever, whether during the Selection Process or after the issue of the **LOA** or after the execution of the Agreement, as the case may be, any person in respect of any matter relating to the Project or the **LOA** or the Agreement, who at any time has been or is a legal, financial or Technical consultant/adviser of the Authority in relation to any matter concerning the Project;

(ii) “Fraudulent practice” means a misrepresentation or omission of facts or disclosure of incomplete facts, in order to

influence the Selection Process;

(iii)“Coercive practice” means impairing or harming or threatening to impair or harm, directly or indirectly, any persons or property to influence any person’s participation or action in the Selection Process;

(iv)“Undesirable practice” means establishing contact with any person connected with or employed or engaged by the Authority with the objective of canvassing, lobbying or in any manner influencing or attempting to influence the Selection Process;

(v)“Restrictive practice” means forming a cartel or arriving at any understanding or arrangement among Bidders with the objective of restricting or manipulating a full and fair competition in the Selection Process.

(b)will reject a proposal for award if it determines that the bidder recommended for award has, directly or through an agent, engaged in prohibited practices in competing for the contract in question; and

(c)will blacklist a firm or individual, including declaring ineligible, either indefinitely or for a stated period of time, to be awarded a contract if it at any time determines that the firm has, directly or through an agent, engaged in prohibited practices in bidding for, or in executing, a contract of the Authority.

.12

Cost of Bid:

The Bidder shall bear all costs associated with the preparation and submission of its Bid, and the Purchaser shall in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

.13

Definitions and Acronyms:

“ITB” means Instructions to Bidders,

“BDS” means Bid Data Sheet,

“Paragraph” or “Para” refers to the paragraph number in the ITB or BDS,
“Sub-para” or “Sub-paragraph” refers to the sub paragraph of a para of
ITB or BDS,

“Clause” or “Sub-Clause” refer to those in General Conditions of Contract
(GCC) or Special Conditions of Contract (SCC)

Para Number **3**

Para Heading **Eligibility**

Sub Para

- .1 This invitation for bids is open to all Bidders who fulfil the minimum Eligibility Criteria as laid herein.
- .2 Proposals not complying with the ‘Eligibility Criteria’ are liable to be rejected and will not be considered for further evaluation. The proposal should adhere to the minimum eligibility criteria specified in the **BDS**.
- .3 A Bidder may be a private entity or government-owned entity subject to falling within the definition of “Service Provider”.
- .4 A Bidder shall not have a conflict of interest. All Bidders found to have a conflict of interest shall be disqualified. A Bidder may be considered to have a conflict of interest with one or more parties in this bidding process, if:
 - (a) they have a controlling partner in common; or
 - (b) they receive or have received any direct or indirect subsidy from any of them; or
 - (c) they have the same legal representative for purposes of this bid; or
 - (d) they have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the Bid of another Bidder or influence the decisions of the APMSIDC regarding this bidding process; or a Bidder participates in more than one bid in this bidding process.

Participation by a Bidder in more than one Bid will result in the disqualification of all Bids in which the party is involved. However, this does not limit the inclusion of the same Sub-contractor in more than one bid: or

(e) a Bidder or any of its affiliates participated as a consultant in the preparation of the design or technical specifications of the contract that is the subject of the Bid; or

.5 Bidders shall provide such evidence of their continued eligibility satisfactory to the APMSIDC, as the APMSIDC shall reasonably request.

.6 In case of urgency, if the other bidder matches the L1 price, the ordered quantity will be divided.

Para Number

4

Para Heading

Qualifications

Sub Para

.1 By submission of documentary evidence in its bid, the Bidder must establish to the Purchaser's satisfaction:

(a) that it has the financial, technical, and production or performance capability necessary to perform the Contract, meets the qualification criteria specified in the BDS, and has a successful performance history. If a prequalification process has been undertaken for the Contract(s) for which these Bidding Documents have been issued, the Bidder shall, as part of its bid, update any information submitted with its application for prequalification.

(For the purposes of establishing a Bidder's qualifications, and unless stated to the contrary in the BDS, the experience and / or resources of any Subcontractor will not contribute to the Bidder's qualifications; only those of a Joint Venture partner will be considered.)

Para Number 5

Para Heading Pre-Bid meeting or Site visit

Sub Para

- .1 The Bidder is encouraged to visit and examine the Site of Works and its surroundings and obtain for itself, on its own risk and responsibility, all information that may be necessary for preparing the bid and entering into a contract for construction of the Works. The costs of visiting the Site shall be at the Bidder's own expense.
- .2 The Bidder and any of its personnel or agents will be granted permission by the Purchaser to enter upon its premises and lands for the purpose of such visit, but only upon the express condition that the Bidder, its personnel, and agents will release and indemnify the Purchaser and its personnel and agents from and against all liability in respect thereof, and will be responsible for death or personal injury, loss of or damage to property, and any other loss, damage, costs, and expenses incurred as a result of the inspection.
- .3 The Bidder's designated representative is invited to attend a pre-bid meeting, if **provided for in the BDS**. The purpose of the meeting will be to clarify issues and to answer questions on any matter that may be raised at that stage.
- .4 The Bidder is requested, as far as possible, to submit any questions in writing, to reach the Purchaser not later than one week before the meeting.
- .5 Minutes of the pre-bid meeting, including the text of the questions raised, without identifying the source, and the responses given, together with any responses prepared after the meeting, will be transmitted promptly to all Bidders who have acquired the Bidding Document in accordance with ITB 6.3. Any modification to the Bidding Document that may become necessary as a result of the pre-bid meeting shall be made

by the Purchaser exclusively through the issue of an addendum pursuant to ITB 8 and not through the minutes of the pre-bid meeting.

- .6 Non-attendance at the pre-bid meeting will not be a cause for disqualification of a Bidder.

B. THE BIDDING DOCUMENTS

Para Number 6

Para Contents of Bidding Documents
Heading

Sub Para

- .1 The Bidding Document comprise the documents listed in the table below, other documentation specified in the **BDS** and addenda issued in accordance with paragraph “Amendment of Bidding Document” **ITB**.
- .2 The Bidder is expected to examine the Bidding Document, including all instructions, forms, contract terms and specifications. Failure to furnish all information required by the Bidding Document, or submission of a bid not substantially responsive to the documents in every respect, will be at the Bidder’s risk and may result in the rejection of its bid.
- .3 The Invitation for Bids is not formally part of the Bidding Documents and is included for reference only. In case of inconsistencies, the actual Bidding Documents shall prevail.

	Notice Inviting Bids	
VOLUME I THE WORK		Work Requirements
VOLUME II THE BID	II. I Instructions to Bidders	
	II.ii Bid Data Sheet	
	II.iii Bid Forms	
	II.iv Attachments to bid	EMD/Bid Security Form and Attachments (Bid form) attachments, Technical & Financial).
	II.v Letter of Acceptance	

Para Number 7

Para Heading Clarifications

Sub Para

- .1** The Authority on its own motion, if deemed necessary, issue interpretations and clarifications to all Bidders as per sub-para .2(vii) of “Pre-bid meeting or Site Visit” Para ITB. All clarifications and interpretations issued by the Authority shall be deemed to be part of the Bidding Document. Verbal clarifications and information given by Authority, or its employees or representatives shall not in any way or manner be binding on the Authority.

Para Number 8

Para Amendment of Bidding Document
Heading

Sub Para

- .1** At any time prior to the Bid Due Date, the Authority may, for any reason, whether at its own initiative or in response to clarifications requested by a Bidder, modify the Bidding Document details by the issuance of Addenda.
- .2** Any addendum issued hereunder will be in writing/ updated in the official website.
- .3** In order to afford the Bidders as on able time for taking an addendum into account, or for any other reason, the Authority may, in its sole discretion, extend the Bid Due Date.

C. PREPARATION OF BIDS

Para Number 9

Para Heading Language of Bids

Sub Para

- .1 The bid prepared by the Bidder and all correspondence and documents related to the bid exchanged by the Bidder and the Authority shall be written in English Language.

Para Number 10

Para Heading Documents Comprising the Bid

Sub Para

.1 The bid submitted by the Bidder shall comprise the following:

(a) a Bid Form completed and signed by a person or persons duly authorized to bind the Bidder to the Contract with the following attachments:

(i) Attachment **B1-A EMD/bid security** furnished in accordance with “EMD/Bid Security” paragraph of ITB.

ii) Attachment **B2- A power of attorney**, duly authorized by a Notary Public, indicating that the person(s) signing the bid have the authority to sign the bid and thus the bid is binding upon the bidder.

(b) The **Technical part** attachments consisting of the following:

i) Attachment **T1A- The Bidder’s particulars and Eligibility Criteria** (in the format indicated in Volume II.iv), duly completed by the Bidder in the manner supported by documentary evidence as specified therein, establishing that the Bidder satisfies the eligibility criteria referred to in “Eligibility” paragraph ITB and is otherwise eligible to perform the contract if its bid is accepted.

ii) Attachment **T1B- Qualifications of the Bidder**: Documentary evidence establishing to the Authority’s satisfaction, and in accordance with ITB “Qualifications” paragraph, that the Bidder is qualified to perform the Contract if its bid is accepted. In the case where prequalification of Bidders has been undertaken, and pursuant to ITB Sub-para .1 (a) of “Qualifications” Para ITB, the Bidder must provide evidence on any changes in the information submitted as the basis for prequalification or, if there has been no change at all in said information, a statement to this effect.

Attachment **T1B(Qualifications of the Bidder)**-Financial Viability, and Experience Record,

iii) Attachment **T2-Personnel Capabilities and Candidates**

Summaries

iv) Other Technical Attachments- any information or other materials required to be completed and submitted by the Bidders in accordance with these Bidding Documents and specified in the **BDS**.

(c) The Financial part attachments consisting of the following:

i) The Price Bid Form (in the format indicated in Volume II.iv), duly completed by the bidder in the manner and detail indicated therein and in accordance with the requirements of paragraph "Bid Prices" ITB.;

ii) Other Financial Attachments- any information or other materials required to be completed and submitted by the bidders in accordance with these Bidding Documents and specified in the **BDS**.

.2 The bidder shall submit offers which comply with the requirements of the Bidding Documents, including the basic technical requirements as indicated. The attention of bidders is drawn to the provision of sub-para .2 of "Contents of Bidding Documents" paragraph ITB regarding the rejection of bids which are not substantially responsive to the requirements of the Bidding Documents. Alternatives will not be considered unless permitted in sub-para.3 below.

.3 When alternatives are explicitly invited or permitted, a statement to that effect will be included in the **BDS**, as will the submission requirements and the methods for evaluating such alternatives.

.4 The Financial Bid should be furnished in the format at Price Bid form clearly indicating the bid amount in both figures and words, in Indian Rupees, and signed by the bidder's authorized signatory. In the event of any difference between figures and words, the amount indicated in words shall be taken into account.

Para Number 11

Para Heading Bid Prices

Sub Para

.1 Unless specified otherwise in the **BDS**, the contract shall be for all the services referred to in sub-paragraph .1 “Scope of Bid” ITB, based on the price schedules submitted by the bidder as part of the financial bid.

.2 The bidder shall fill in price break-up for all cost items of the service. Prices indicated on the price schedules shall be entered separately in the manner and detail specified therein and in accordance with the other requirements specified in these documents.

Para Number 12

Para Heading Bid Currency

Sub Para

.1 Prices shall be quoted in Indian Rupees.

.3 Unless specified in the **BDS**, prices quoted by the bidder shall be fixed during the bidder’s performance of the Contract and not subject to variations on any account. A bid submitted with an adjustable price quotation which is not consistent with this paragraph ITB shall be rejected by the Authority as non-responsive.

Para Number 13

Para Heading Validity of Bids

Sub Para

.1 Bids shall remain valid, at a minimum, for the period **specified in the BDS** after the deadline date for bid submission prescribed by the APMSIDC, pursuant to “Due Date for Submission of Bids” para of ITB. A bid valid for a shorter period

shall be rejected by the APMSIDC, as non-responsive. For the convenience of Bidders, the **BDS** spells out the minimal original expiration dates for the validity of the bid. However, Bidders are responsible for adjusting the dates in the **BDS** in accordance with any extensions to the deadline date of Bid Submission pursuant to sub-para .2 of “Due Date for Submission of Bids” para of ITB.

- .2** In exceptional circumstances, prior to expiry of the bid validity period, the APMSIDC may request that the Bidders extend the period of validity for a specified additional period. The request and the responses to the request shall be made in writing. A Bidder may refuse the request without risking execution of the Bid-Securing Declaration or forfeiting the EMD/Bid Security, but in this case the bid will be out of the competition for the award. Except as provided in sub-para .3 of this para ITB, a Bidder agreeing to the request will not be required or permitted to modify its bid but will be required to ensure that the bid remains secured for a correspondingly longer period, pursuant to sub-para .2 of “EMD/Bid Security” para of ITB.
- .3** In the case of fixed price contracts, if the award is delayed by a period exceeding sixty (60) days beyond the expiry of the initial bid validity, the Contract Price will be adjusted as specified in the request for extension. Bid evaluation will be based on the bid prices without taking into consideration the above correction.

Para Number 14
Para Heading Bid Security/EMD

Sub Para

- .1 The bid security/EMD is required to protect the Authority against the risk of the bidder's conduct which would warrant the forfeiture of the security, pursuant to sub-para .6 of this paragraph ITB. The Authority shall not be liable to pay any interest on the Bid Security/EMD deposit so made and the same shall be interest free. Any Bid not accompanied by the Bid Security shall be summarily rejected by the Authority as non-responsive.
- .2 The Bidders shall furnish as part of its Bid, a Bid Security/EMD. The
(a) amount; **EMD/Bid Security Rs.4,00,000/- (Rupees Four Lakhs)**.
(b) Online only.
(c) period of validity beyond the bid validity date, as extended, if applicable, and
(d) the time period within which the EMD/bid security of the unsuccessful bidders will be returned are as specified in the **BDS**.

- .3** The Authority shall be entitled to forfeit and appropriate the EMD/Bid Security as Damages *inter alia* in any of the events specified in sub-paragraph .6 of this para ITB. The Bidder, by submitting its Bid pursuant to this notification shall be deemed to have acknowledged and confirmed that the Authority will suffer loss and damage on account of withdrawal of its Bid or for any other default by the Bidder during the period of Bid validity as specified in the bid data sheet in this Bidding Document. No relaxation of any kind on Bid Security/EMD shall be given to any Bidder.
- .4** Unless executed or forfeited pursuant to sub-para .6 of this para ITB, EMD/Bid Securities, if any, will be returned, without any interest, as promptly as possible, and within the time periods specified at sub-para .2 “EMD/Bid Security” ITB.,
- (a) All Bidders upon annulment of the bidding pursuant to “Authority’s Right to Accept any Bid or Reject any or all Bids” ITB.
 - (b) Bidders refusing a request to extend the period of validity of their bids pursuant to sub-para .2 “Validity of Bids” ITB.
 - (c) The successful Bidder once it has signed the Contract Agreement and furnished a valid Performance Security as required. The Authority may, at the Selected Bidder’s option, adjust the amount of EMD/Bid Security in the amount of Performance Security to be provided by him in accordance with the provisions of the Bidding Document.
 - (d) The unsuccessful Bidders at the same time as in (c), that is, when they are informed about the successful establishment of the contract with the successful Bidder.
- .5** The EMD/Bid Security shall be forfeited as Damages without prejudice to any other right or remedy that may be available to

the Authority under the Bidding Document and/or under the Agreement, or otherwise, under the following conditions:

(i) In case of a Bidder:

a) If he engages in a corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice as specified in the sub-para .11 of “General Instructions” Para ITB, or

b) If he withdraws his Bid during the period of Bid validity as extended by mutual consent of the respective Bidder(s) and the Authority.

(ii) In the case of Selected Bidder, if he fails within the specified time limit:

a) To sign and return the duplicate copy of **LOA**, and

Para Number 15

Para Heading Sealing and Marking of Bids

Sub Para

.1 The Technical Bid should contain the sample of Dr. YSR Aarogyasri Health Card as per the sizes and specifications given at C of Volume I – The Work of the tender document for Dr. YSR Aarogyasri Health Card.

Financial bids will be opened in respect of agencies who are qualified in the technical evaluation.

.2 The Hard copy of the Bid document along with the EMD/bid security and Bid processing fee etc., shall be submitted to APMSIDC by:

(a) addressing to the APMSIDC at the address provided at Sub-para .6 “Scope of Bid” paragraph ITB.

(b) bear the name and identification of the contract as defined in the **BDS**; and

(c) Provide a warning not to open before the specified time and date for bid opening.

- .3** In addition to the identification required above, the envelope shall indicate the name and address of the bidder to enable the bid to be returned unopened in case it is declared “late” pursuant to “Late Bids” para ITB, and for matching purposes under “Modifications, Substitution and Withdrawal of Bids” paragraph ITB.
- .4** If the envelope is not sealed and marked as required above, the Authority will assume no responsibility for the misplacement or premature opening of the bid. If the envelope discloses the bidder’s identity, the Authority will not guarantee the anonymity of the bid submission, but this shall not constitute grounds for rejection of the bid.
- .5** **Receipt of Bids:** The Authority shall receive Bids pursuant to this Bidding Document in accordance with the terms set forth in this document and other documents to be provided by the Authority pursuant to this bid notification, as modified, altered, amended and clarified from time to time by the Authority (collectively the “Bidding Document”), and all Bids shall be prepared and submitted in accordance with such terms on or before the date and time specified for submission of Bids(the “**Bid Due Date**”) in the sub-para .3 “Scope of Bid” **BDS**.

D. SUBMISSION OF BIDS

Para Number **16**

Para Heading **Due Date for Submission of Bids**

Sub Para

.1 Bids must be received by the Authority at the address specified in "Sealing and Marking of Bids" para ITB, no later than the Bid Due Date. A receipt thereof should be obtained from the authorized person of the Authority.

.2 The Authority may in its sole discretion, extend the Bid Due Date by issuing an Addendum in accordance with "Amendment of Bidding Documents" para ITB in which case all rights and obligations of the Authority and the bidder's previously subject to the original due date will thereafter be subject to the due date as extended.

.3 No Bidder shall submit more than one Bid for the Proposal.

Para Number **17**

Para Heading **Late Bids**

Sub Para

1. Hard copies received by the Authority after the specified time on the Due Date shall not be eligible for consideration and shall be summarily rejected.

Para Number **18**

Para Heading **Modification, Substitution, and withdrawal of bids**

.1 The Bidder may modify, or withdraw its Bid after submission, prior to the Bid Due Date.

- .2 Any alteration / modification in the Bid or additional information supplied subsequent to the Bid Due Date, unless the same has been expressly sought for by the Authority, shall be disregarded.
- .3 Withdrawal of a bid between the deadline for submission of bids and the expiration of the period of bid validity may result in the forfeiture of the EMD/bid security pursuant to sub-para .6 “EMD/Bid Security” para ITB.

E. BID OPENING AND EVALUATION

Para Number 19

Para Heading Opening of Bids

Sub Para

- .1 APMSIDC will open all technical bids on the Bid Due date.
- .2 The Financial bids of all the qualified bidders will be opened

Para Number 20

Para Heading Confidentiality

Sub Para

- .1 The document including this Bidding Document and all attached documents, provided by the Authority are and shall remain or becomes the property of the Authority and are transmitted to the Bidders solely for the purpose of preparation and the submission of a Bid in accordance herewith. Bidders are to treat all information as strictly confidential and shall not use it for any purpose other than for preparation and submission of their Bid. The provisions of this Clause shall also apply *mutatismutandis* (with the necessary changes in points of detail) to Bids and all other documents submitted by the Bidders, and the Authority will not return to the Bidders any Bid document, or any information provided along therewith.
- .3 The bid evaluation process up to the award of a contract is confidential.

Para Number 22
Para Heading Preliminary Examination of Bids
Sub Para

- .1 Prior to the detailed evaluation of bids, the Authority will examine the bids to determine for each bid whether:
- (a) it is complete.
 - (b) the documents have been properly signed.
 - (c) it is accompanied by the required EMD/bid securities.
 - (d) it is substantially responsive to the requirements of the bid documents; and
 - (e) any computational errors have been made.

The Authority may require the bidder to provide any clarification and/or substantiation to determine responsiveness pursuant to sub-para.4 of this para ITB.

.2 Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price and the total price, which is obtained by multiplying the unit price and quantity, or between added or subtracted subtotals and totals, the unit or subtotal price shall prevail and the total price shall be corrected, unless in the opinion of the APMSIDC there is an obvious misplacement of the decimal point in the unit or subtotal prices, in which case the line item total as quoted shall govern and the unit price or sub-total shall be corrected. If there is a discrepancy between words and figures, the amount in words will prevail, unless the discrepancy is the result of a typo/error for which the correction is self-evident to the APMSIDC. If the Bidder with the Lowest Evaluated Bid does not accept the correction of errors, the bid shall be rejected this will be considered as invalidating its bid and the EMD/bid security may be forfeited pursuant to sub-para .6 of “EMD/Bid Security” para ITB.

All items in the financial bid must be priced. If a bidder has included the price of the main activities/ items, this must be clearly stated and a price of zero must be entered for the respective associated activities/items.

If a bidder fails to price activities/ items that are not the primary subject of the bid and the omission is judged to be non-material in accordance with sub-para .3 of this para ITB, the bid price will be adjusted for such omission in accordance with sub-para .2(c)(iv) “Evaluation and Comparison of Bids” para ITB for evaluation purposes only.

.3 APMSIDC may waive any minor informality, nonconformity, or irregularity in a bid that does not constitute a material deviation, provided such waiver does not prejudice or affect the relative ranking of any Bidder.

.4 Prior to the detailed evaluation, the APMSIDC will determine

whether each bid is of acceptable quality, is complete, and is substantially responsive to the Bidding Documents. For purposes of this determination, a substantially responsive bid is one which conforms to all the terms, conditions, and specifications of the Bidding Document without material deviation, reservation or omission. A material deviation, reservation or omission is one:

(a) which affects in any substantial way the scope, quality, or performance of the contract.

(b) which limits in any substantial way, inconsistent with the Bidding Document, the Authority's rights or the bidders' obligations under the contract; or

(c) the rectification of which would affect unfairly the competitive position of other bidders presenting substantially responsive bids.

.5

Prior to evaluation of Bids, the Authority will determine whether each bid is responsive to the requirements of the Bidding Document. The Authority may, in its sole discretion, reject any bid that is not responsive hereunder. A Bid shall be considered responsive only if:

(a) The Technical Bid is received in the form specified in "Documents Comprising the Bid" and "Sealing and Marking of Bids" parasITB.

(b) It has been received by the Bid Due Date or its extended due date.

(c) It is signed, sealed, and bound together in hard cover and marked as per "Sealing and Marking of Bids" para ITB.

(d) It contains all the information (complete in all respects) as requested in the Bidding Document.

(e) It does not contain any condition or qualification; and

(f) It is not non-responsive in terms hereof.

.6 The Authority reserves the right to reject any Bid which is non-responsive and no request for alteration, modification, substitution or withdrawal shall be entertained by the Authority in respect of such Bid.

Para Number 23

Para Heading Evaluation and Comparison of Bids

Sub Para

.1 The method of selection adopted is as given in **BDS**.

The objective of this evaluation is to facilitate the selection of a successful bidder ensuring technically superior and professional services at optimal cost. The APMSIDC will evaluate and compare the Bids that have been determined to be substantially responsive, pursuant to "Preliminary Examination of Bids" Para of ITB. The Authority reserves the right to accept or reject any variation, deviation, or alternative offer which is not submitted in accordance with the bidding documents. Variations, deviations, alternative offers, and other factors that are in excess of the requirements of the bidding documents or which otherwise result in unsolicited benefits for the Authority, shall not be taken into account in bid evaluation. The Contract will be awarded to the lowest evaluated Bidder for the entire work (**L1 Bidder**).

.2 **(a)**Bidders are requested to be prepared to demonstrate, through presentations and / or site visits, as part of the final evaluation in accordance with the responses given for the identified requirements, as per schedule of bidding process. The Bidder will arrange such demonstrations, presentations or site visits at its own cost.

(b)Bidders must not present any reference as credential for which it is not in a position to present the verifiable facts/documents because of any non-disclosure agreement with its other customer or any other reason whatsoever. The Authority would not consider any statement as a credential if

same cannot be verified as per its requirement for evaluation.

.3 Evaluation Process Flow:

This is a three-step selection process in which the Bidder has to submit the bids in two separate envelopes at the time of submission of bids. The process is as given below:

(a) In the first step, the Authority shall evaluate the '**Eligibility & Qualification Criteria**' and clear all the Bids which pass through the Eligibility & Qualifications scrutiny. In the second step '**Technical Bids**' shall be evaluated and based on the outcome of Technical evaluation, '**Commercial Bids**' shall be opened for the technically qualified proposals only. The final selection will be done based on Least Cost based Evaluation.

(b) The Authority, would display on its official website the names of those successful bidders who have qualified in the Technical Evaluation.

(c) A date, time and venue will be notified to those technically successful Bidders for opening of their Financial Bids in the official website of the Authority. The opening of Financial Bids shall be done and The Authority will not entertain any query or clarification from Bidders who fail to qualify at any stage of the Selection Process. In case e-procurement is followed the procedure laid down therein shall be followed.

(d) The evaluation by the Authority will be undertaken by a Committee of Officials or/and representatives formed by the Authority and its decision shall be final.

.4 Evaluation of Eligibility Criteria:

- i. Bids submitted by all the bidders would be scrutinised for eligibility as per the 'Eligibility Criteria' specified in "Eligibility" para ITB. Bids not complying with the eligibility criteria are liable to be rejected and will not be considered for further evaluation.
- ii. Successful bids out of this stage would be considered for technical evaluation.

Bidders must submit the proof of all the credentials as required for scrutiny of eligibility criteria. Claims of the bidders without verifiable facts will not be considered as credentials towards satisfying eligibility criteria.

.5 Final Selection of the Eligible Bidder

Refer **BDS**

F. POST-QUALIFICATION AND AWARD OF CONTRACT

Para Number 24

Para Heading Post Qualification

Sub Para

- .1 The APMSIDC will determine at its own cost and to its satisfaction whether the Bidder that is selected as having submitted the Lowest Evaluated Bid is qualified to perform the Contract satisfactorily, in accordance with "Qualifications" para of ITB. If a prequalification process was undertaken for the Contract(s) for which these Bidding Documents were issued, the APMSIDC will determine in the manner described above that no material changes have occurred after the prequalification that negatively affect the ability of the Bidder that has submitted the Lowest Evaluated Bid to perform the Contract.

- .2** If the bid of the successful bidder is seriously unbalanced or front-loaded in relation to the Authority's estimate of the services to be performed under the contract, the Authority may require the bidder to produce detailed price analyses for any or all items of the Work, to demonstrate the internal consistency of those prices with the implementation schedule proposed. After evaluation of the price analyses, taking into consideration the schedule of estimated contract payments, the Authority may require that the amount of the performance security set forth in "Contract Signing and Performance Security" para ITB, be increased at the expense of the bidder to a level sufficient to protect the Authority against financial loss in the event of default of the bidder under the contract.
- .3** An affirmative post qualification determination will be a prerequisite for award of the Contract to the Lowest Evaluated Bidder. A negative determination will result in rejection of the Bidder's bid, in which event the APMSIDC will proceed to the next lowest evaluated Bidder to make a similar determination of that Bidder's capabilities to perform satisfactorily.
- .4** The bids of all such Service Providers who meet the eligibility and evaluation criterion as specified in the Bidding Document and comply with all the conditions as mentioned in the Bidding Document would be declared technically qualified and consequently eligible for opening of the Commercial Bid.

- i. In this phase, the Commercial Bids of the Bidders, who are found technically qualified in previous phase, will be taken for commercial evaluation.
- ii. The date for opening of commercial bids will be separately notified in the website of the Authority.
- iii. If the bid of the successful bidder is seriously unbalanced or front-loaded in relation to the Authority's estimate of the services to be performed under the contract, the Authority may require the bidder to produce detailed price analyses for any or all items of the Work, to demonstrate the internal consistency of those prices with the implementation schedule proposed. After evaluation of the price analyses, taking into consideration the schedule of estimated contract payments, the Authority may require that the amount of the performance security set forth in "Contract Signing and Performance Security" para ITB, be increased at the expense of the bidder to a level sufficient to protect the Authority against financial loss in the event of default of the bidder under the contract.

Para Number 25

Para Heading Authority's Right to Accept any Bid or Reject any or all Bids

Sub Para

.1

Notwithstanding anything contained in this document, the Authority reserves the right to reject any Bid and to annul the Bidding Process and reject all Bids at any time without any liability or any obligation for such acceptance, rejection or annulment, and without assigning any reasons thereof.

The Authority reserves the right not to proceed with the Bidding Process at any time, without notice or liability, and to reject any Bid

without assigning any reasons.

.2

The Authority reserves the right to reject any Bid, disqualify the bidder and appropriate the EMD/Bid Security if:

(a) At any time before signing of the Agreement or after its execution and during the period of subsistence thereof, including the Contract there by granted by the Authority, a material misrepresentation is made or uncovered, or

(b) The Bidder does not provide, within the time specified by the Authority, the supplemental information sought by the Authority for evaluation of the Bid. Such misrepresentation/improper response shall lead to the disqualification of the Bidder.

If such disqualification/rejection occurs after the Bids have been opened and the Selected Bidder has already been issued the **LOA** or has entered into the Contract agreement, as the case may be, the same shall, notwithstanding anything to the contrary contained therein or in this document, be liable to be terminated, by a communication in writing by the Authority to the Selected Bidder without the Authority being liable in any manner whatsoever to the Selected Bidder.

In such an event, the Authority shall be entitled to forfeit and appropriate the EMD/Bid Security or Performance Security, as the case may be, as Damages, without prejudice to any other right or remedy that may be available to the Authority under the Bidding Document and/or the Agreement, or otherwise.

In the event of the selected bidder being disqualified/rejected, then the Authority reserves the right to:

i) Invite the remaining Bidders to submit their Bids in accordance with the **ITB**.

Or

j) Take any such measure as may be deemed fit in the sole discretion of the Authority, including annulment of the Bidding Process.

- .3 The Bidder must submit the response exactly in the formats mentioned in this Bidding document and same should be precise. No irrelevant information shall be provided. All the credentials, claimed in the response, must be accompanied with necessary proofs. The Authority would be at discretion to reject the response of the bidder in case any part or whole of the response document is found to be partially or fully incomplete or confusing or misleading or having irrelevant information.
- .4 The Authority reserves the right to reject any proposal in case same is found incomplete or not submitted in the specified format given in this Bidding Document. The Authority would not give any clarification/explanation to the concerned bidder in case of such rejection.
- .5 Authority reserves the right to modify the evaluation process at any time during the Tender process (before submission of technical and commercial responses by the prospective bidder), without assigning any reason, whatsoever, and without any requirement of intimating the Bidders of any such change.
- .6 Conditional and qualified bid is liable for rejection as a non-responsive Bid.
- .7 Bidders are advised that the selection shall be on the basis of an evaluation by the Authority through the Selection Process specified in this document; And Bidders shall be deemed to have understood and agreed that no explanation or justification for any aspect of the Selection Process will be given and that the Authority's decisions are without any right of appeal whatsoever.
- .8 Authority will award the Contract to the successful Bidder whose bid has been determined to be substantially responsive and has been determined as the best bid, provided further that the Bidder is determined to be qualified to perform the contract satisfactorily. However, Authority shall not be bound to accept the best bid or any bid and reserves the right to accept any bid, either wholly or in part, as

it may deem fit.

- .9** The Authority may at its absolute discretion exclude or reject any proposal that in the reasonable opinion of the Authority contains any false or misleading claims or statements. The Authority shall not be liable to any person for excluding or rejecting any such proposal.

Para Number 26

Para Heading Award Criteria

Sub Para

- .1** Subject to “Authority’s Right to Accept any Bid or Reject any or all Bids” paragraph of ITB, the Authority will award the contract to the Bidder whose Bid has been determined to be substantially responsive to the Bidding Document and who has offered the lowest evaluated bid price, provided that such Bidder has been determined to be qualified to perform the contract satisfactorily in accordance with the provisions in “Post Qualification” para of ITB.
- .2** The Authority reserves the right at the time of award of the contract to increase or decrease the quantity of works and/or services specified in the Work, up to the percentage specified in the **BDS**, without change in the unit prices for such works and/or services, or other terms and conditions liable to any person for excluding or rejecting any such proposal.

Para Number 27
Para Heading Award Notification, and Contract Signing
Sub Para

1. Award Notification:

(a) Prior to expiration of the period of bid validity, the Authority will notify the successful bidder by fax, confirmed by registered letter, that its bid has been accepted. The notification of award shall specify the sum which the Authority will pay the contractor in consideration of the execution and completion of the contract.

(b) The notification of award (here in after called “the Letter of Acceptance”) will constitute the formation of the contract.

(c) The Letter of Acceptance (**LOA**) shall be issued, in duplicate, by the Authority to the Selected Bidder and the Selected Bidder shall, within 5 (Five) working days of the receipt of the **LOA**, sign and return the duplicate copy of the **LOA** in acknowledgement thereof. In the event the duplicate copy of the **LOA** duly signed by the Selected Bidder is not received by the stipulated date, the Authority may, unless it consents to extension of time for submission thereof, appropriate the EMD/Bid Security of such Bidder as Damages on account of failure of the Selected Bidder to acknowledge the **LOA**, and the next eligible Bidder may be considered.

Para Number 28
Para Heading Contract Signing, and Performance Security
Sub Para

.1 Contract Signing:

(a) At the same time that the Authority notifies the successful bidder that its bid has been accepted, the Authority will send the

bidder the contract agreement in the form provided in the Bidding Document, incorporating all agreements between the parties. After acknowledgement of the LOAs aforesaid by the Selected Bidder, the Authority shall cause the Bidder to execute the Contract agreement within the period prescribed in **BDS**. The Selected Bidder shall not be entitled to seek any deviation, modification or amendment in the Contract agreement.

(b) Within period prescribed at sub-paragraph .1(a) of this para of ITB of receipt of the contract agreement, the successful bidder shall sign the contract agreement and return it to the Authority, together with the required performance security.

(c) Upon fulfilment of sub-paragraph .1(b) of this para of ITB, the Authority will promptly notify the other bidders that their bids have been unsuccessful, and their EMD/bid security will be returned as promptly as possible, in accordance with “ EMD/Bid Security” paragraph of ITB.

.2 Performance Security:

(a) Within the period prescribed at sub-paragraph .1(a) of this Para of ITB, of receipt of the Letter of Acceptance from the Authority, the successful bidder shall furnish to the Authority a Performance Security of 5 % of the contract value (by way of Bank Guarantee) in accordance with the Conditions of Contract and in the form stipulated in the **BDS** or in another form acceptable to the Authority.

(b) Failure of the successful bidder to comply with the requirements of paragraph “Contract Signing and Performance Security” ITB shall constitute sufficient grounds for the annulment of the award and forfeiture of the EMD/bid security, in which event the Authority may make the award to the next lowest evaluated bidder or call for new bids.

II. BID DATA SHEET

Para Number	1
Para Heading	Scope of Bid
Sub Para	
.2	<p>Title: Identification of vender for printing and distribution of Health card to Beneficiaries in Andhra Pradesh (e-Procurement)</p> <p>The purpose of the bid is to ColorPrint the Health Cards with QR Code for beneficiaries of Dr.YSR Aarogyasri Health Care Trust</p>
.3	The schedule of bidding process is given in the table below.
.4	The successful bidder will be expected to complete its performance within the period of Three (3) Days from the receipt of Cards from the Trust/ date from which the PDF's are downloaded from the portal.
.5	Bidder must be ready to accept the extension of the contract by a further period of One more year on the same terms and conditions beyond the contract period, if so desired by Authority.
.6	The Official Website is https://tender.eprocurement.gov.in and the address of Authority's Office for the purpose of this Bidding Document shall be Andhra Pradesh Medical Services & Infrastructure Development Corporation Plot No-9, Survey No-49,2nd&3rd Floors, IT Park, Mangalagiri-522503, Guntur District, Andhra Pradesh

Para Number	2
Para Heading	Eligibility
Sub Para	
.1	The proposal should adhere to the Eligibility Criteria given below.

2.2 Eligibility Criteria					
S No	Item	Criteria			
		Requirement	Bidder	Forms	Proof required
1	Firm Registration and Other Certificates	GST Registration Certificate	Must meet requirement	--	Copies of GST Registration Certificate
2	Conflict of Interest	No conflicts of interests as described in ITB 3.4 for Bidder.	Must meet requirement	Form 1	Letter of Bid

Para Number	3				
Para Heading	Qualifications				
Sub Para					
3.1 Qualification Criteria					
S No	Item	Criteria			
		Requirement	Bidder	Forms	Proof Required
1	General	The Bidder should be i) a Manufacturer/OEM OR ii) Authorized Representative of a Manufacturer/OEM and the representative should have experience printing and supply of Citizen ID cards.	Desirable to meet requirement	-	Relevant proof
2	Financial Strength	(i) Historical Financial Performance: Submission of audited balance sheets, other financial statements acceptable to APMSIDC, for the last three [3] years to demonstrate the current soundness of the bidders financial position and its prospective long term profitability.	Desirable to meet requirement	Form 2a (2) of attachment T1B	Audited balance sheets

		(ii) Average Annual Turnover: Minimum average annual turnover of Rs Four[4] Crores calculated as total certified payments received for contracts in progress or completed, within the last three [3] years i.e., FY 2018-19, 2019-20 and 2020-21	Desirable to meet requirement	Form 2a (3) of attachment T1B	Audited Financial Statements
		(iii) The bidder shall have positive net worth as on 31/03/2021.	Desirable to meet requirement	-	Audited Financial Statements
		(iv) The bidder should have been profitable in last three financial years i.e. 2018-19,2019-20 and 2020-21	Desirable to meet requirement	-	Audited Financial Statements
3	Experience	(i) Experience: Bidder should have experience supply for Printing of any one Citizen related cards, such as Aadhar Card, Pan card, Voter card, Ration card, Health Cards, ATM cards of any scheduled commercial banks/any nationalized banks, any other Govt. related cards,etc., not less than 30 Lakhs, either on paper or any printing substrate. Further Bidder should have the capacity of printing 1 lakh cards per day if required.	Desirable to meet requirement	Form 2 (b)	Copies of work orders
		(ii) The bidder must have worked with State/Central Govt. schemes in supply of citizen ID cards in the last 5 years	Desirable to meet requirement	-	Copies of work orders
4	Design	Design Dr. YSR Aarogyasri Health Card	--	--	Dr.YSR Aarogyasri Health Card

Para Number and Heading	10.1	Documents Comprising the Bid
	Invitation for Bids	
VOLUME I THE WORK (Terms of Reference-TOR)	Introduction and Disclaimers	
	I.A	General
	I.B	Requirements
	I.C	Deliverables
VOLUME II THE BID	II. I Instructions to Bidders	
	II.ii Bid Data Sheet	
	II.iii Bid Form	
	<u>Attachments to Bid Form</u>	
	1.Attachment B1- EMD/Bid Security	
	2.Attachment B2-Power of Attorney	
	<u>Attachments to Technical bid</u>	
	4.Attachment T1A-Bidders particulars and eligibility	
	5.Attachment T1B- Qualifications of the Bidder	Form 2a-Financial Capacity of the Bidder
		Form 2b- Experience Record
	6.Attachment T2-Project Plan	
	<u>Attachments to Financial Bid</u>	
	1.Price Bid Form	
	2.Attachment F1(Pricing Schedules)	Form F1-Cost Breakup Table
	II.v Letter of Acceptance	

Para Number	11
Para Heading	Bid Prices
Sub Para	
.1	For all services including delivery at Village/ ward secretariats in 13 Districts (Newly formed 26 districts) of Andhra Pradesh.
.2	Prices quoted shall be fixed inclusive of all taxes

Para Number 13

Para Heading Validity of Bids

Sub Para

.1 Bids shall remain valid, at a minimum, for a period of **30 days** after the deadline for submission.

Para Number 14

Para Heading Bid Security/EMD

Sub Para

.2 (a)Amount of Bid Security/EMD is **Rs.4,00,000/-**(Rupees Four lakhs Only)

(b)Period of validity beyond the bid validity date, as extended, if applicable shall be **three (3) Months** and

(e)The time period within which the EMD/bid security of the unsuccessful bidders will be returned is **30 days.**

.3 JV is not applicable

Para Number 15

Para Heading Sealing and Marking of Bids

Sub Para

Physical sample of the Dr.YSR Aarogyasri Health Card should also be submitted on 22-06-2022@ 3.00 PM.

Para Number 20

Para Heading Opening of Bids

Sub Para

.1 As per tender document in e-procurement platform (Online).

Para Number 23

Para Heading Evaluation and Comparison of Bids

Para Number 26

Para Heading Award Criteria

Sub Para

.1 **Percentage for quantity increase or decrease:15%.**

Sub Para

.1 The method of selection adopted is **Least Cost Based**

.5 **Final Selection of the Eligible Bidder:**

There shall be no Weight age for technical evaluation[^] **m = 0**
(Zero)

Para Number 28

Para Heading Contract Signing and Performance Security

Sub Para

.1 Contract Signing:

The Bidder to execute the Contract agreement within **5 days** from the date of receipt of LOA.

.2 Performance Security:

(a) Form of Performance Security – Appendix 5 of Contract.

(b) Number of days from the completion of contract period after which the performance bank guarantee will be returned **45 days**.

Conditions of Performance Security:

i) The successful Bidder shall provide an unconditional and irrevocable performance bank guarantee for an amount of 5 % of the contract value in the form and manner provided by the Authority.

ii) In the event of non-performance of obligation or failure to meet terms of this Bidding Document/Contract, the Authority shall be entitled to invoke the performance bank guarantee without notice or right of demur to the Bidder. The guarantee should be of a nationalized bank only.

iii) The Project will be deemed complete only when all the solutions and services contracted for by the Authority are delivered in good condition, installed, commissioned, implemented, tested and accepted along with the documentation and training provided to the Authority's employees in compliance with the terms of this Bidding Document and as per the requirements of the contract executed between the Authority and the Successful Bidder.

iv) If the performance bank guarantee is not submitted within the time stipulated by the Authority, the Authority reserves the right to cancel the contract and forfeit the EMD/bid security furnished by the bidder.

v) Notwithstanding anything to the contrary contained in the contract, Authority shall be at liberty to invoke the Performance bank Guarantee in addition to other remedies available to it under the contract or otherwise if the Successful Bidder fails to fulfil any of the terms of contract / order or commits breach of any terms and conditions of the contract.

vi) On faithful execution of contract in all respects, the Performance Guarantee of the Bidder shall be released by the Authority.

vii) Time shall be the essence of the contract; therefore, no extension of time is anticipated, but if untoward or extraordinary circumstances should arise beyond the control of the Bidder, which in the opinion of the Authority should entitle the Bidder to a reasonable extension of time, such extension may be considered by the Authority at its sole and absolute discretion. However, such extension shall not operate to relieve the Bidder of any of its obligations. Authority shall not be liable for any extra financial commitment due to such extension of time. In case of any such extension, the Bidder would be required to extend the validity period of the **performance guarantee accordingly**.

Form 1

II.iii Bid form

Letter of BID

(On Bidder's letter head)

Date:

Name of Contract:

To:

Sir,

Having examined the bidding documents, including Addenda, the receipt of which is hereby acknowledged, we, the undersigned, offer to [*specify scope of the contract*] under the above-named Contract in full conformity with the said bidding documents for the sum specified in financial bid form or such other sums as may be determined in accordance with the terms and conditions of the Contract. The above amounts are in accordance with the price schedules attached herewith and are made part of this bid.

We undertake, if our bid is accepted, to commence performance and to achieve completion within the respective times stated in the bidding documents.

If our bid is accepted, we undertake to provide an advance payment security and a performance security in the form and amounts and within the times specified in the bidding documents.

We agree to abide by this bid for a period of [*specify number*] days from the date fixed for submission of bids as stipulated in the bidding documents, and it shall remain binding upon us and may be accepted by you at any time before the expiration of that period.

Until a formal contract is prepared and executed between us, this bid, which consists of the letter and Attachments 1 through [] hereto, together with your written acceptance thereof and your notification of award, shall constitute a binding contract between us.

The bidder undertakes that there shall not be any Conflict of Interest against DR.YSR AAROGYASRI and APMSIDC as given in the definitions of the contract of this bid document.

We understand that you are not bound to accept the lowest, or any bid you may receive.

Dated this..... Day of 2022

..... (*Signature*)

In the capacity of

..... (*Position*)

Duly authorized to sign this bid for and on behalf of

..... (*Name of bidder*)

II.iv Attachments to Bid

Bid Form Attachments

Bid Form shall include:

1. B1 - EMD/Bid Security
2. B2 - Power of Attorney

Para Number	29
Para Heading	Dispute Resolution Procedure
Sub Para	
.1	The method of dispute resolution is as indicated in the Conditions of Contract.

Attachment B1

EMD/Bid Security should be paid in online only.

Form 3

Attachment B2

Power of Attorney for signing of Bid

Know all men by these presents, We,(name of the firm and address of the registered office) do hereby irrevocably constitute, nominate, appoint and authorize Mr. / Ms (Name), son/daughter/wife of.....and presently residing at,who is presently employed with us and holding the position of....., a sole true and lawful attorney (here in after referred to as the "Attorney")to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our bid for Name of Bid [insert: Name of Bid from Bid data sheet] proposed by _____(the "Authority")including but not limited to signing and submission of all applications, bids and other documents and writings, participate in bidders' and other conferences and providing information/responses to the Authority, representing us in all matters before the Authority, signing and execution of all contracts including the Agreement and undertakings consequent to acceptance of our bid, and generally dealing with the Authority in all matters in connection with or relating to or arising out of our bid for the said Scheme and/or upon award there of to us and/or till the entering into of the Agreement with the Authority.

AND we hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things done or caused to be done by our said Attorney pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Attorney in exercise of the powers here by conferred shall and shall always be deemed to have been done by us.

IN WITNESS WHEREOF WE,.....,THE ABOVE NAMED PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS DAY OF, 2022.

For.....

(Signature, name, designation and address)

Witnesses:

- 1.
- 2.

Accepted

Notarised

(Signature, name, designation and address of the Attorney)

Notes:

The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executants(s) and when it is so required, the same should be under common seal affixed in accordance with the required procedure.

The Power of Attorney should be executed on a non-judicial stamp paper of Rs. 100 (Rupees One Hundred Only) and duly notarised by a notary public.

Wherever required, the Bidder should submit for verification the extract of the charter documents and documents such as a board or shareholders resolution/power of attorney in favour of the person executing this Power of Attorney for the delegation of power here under on behalf of the Bidder.

Form 4

Attachment T1A

Bidder's Particulars

1. Company Profile

- .1 Name of the Company
- .2 Registered Office of the Company
- .3 Firms Registration Number (under Companies Act, 1956):
- .4 Firms Registration expiry date (Validity):
- .5 Firms Registration Date:
- .6 Legal status (e.g. incorporated private company, unincorporated business, partnership, proprietary firm, etc.):
- .7 Registered address:
- .8 Year of commencement of Company:
- .9 Brief description of the Company including details of its mainlines of business
- .10 Details of authorized signatory of the Bidder
 - Name:
 - Designation
 - Company:
 - Address:
 - Phone No.:
 - Fax No.:
 - E-mail address:

2. Please State the following correctly:

(i) Has the Bidder ever been penalized by any organization for poor quality of work or breach of contract in the last five years? Yes No

(ii) Has the Bidder ever failed to complete any work awarded to it by any public Authority/entity in last five years? Yes No

(iii) Has the Bidder been ever blacklisted by any Government department/Public Sector Undertaking in the last five years? Yes No

(iv) Has the Bidder been suffered bankruptcy/insolvency in the last five years? Yes No

Note: If answer to any of

The questions at (i) to (v) is yes, the Bidder is not eligible for this Work.

3. Office Network of the Company in Andhra Pradesh

(Address proof /Contact details to be provided here with)

4. Documents to be submitted:

- a. Annual Report (Recent);
- b. Copy of Certificate of Incorporation of the Bidder.
- c. Service Conformity Certificates.
- d. Other Relevant documents (duly listed)

5. Details of Bank Draft:

- a. Towards the EMD/Bid Security amount of rupees [Rs.....].

6.Responsiveness Checklist:

S No	Item	Yes/ No	
1	Form 1: Letter of Bid	Yes <input type="checkbox"/>	No <input type="checkbox"/>
2	Form 2a: Financial Strength	Yes <input type="checkbox"/>	No <input type="checkbox"/>
3	Form 2b: Experience record	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4	Form 3: Power of Attorney For Signing the Bid	Yes <input type="checkbox"/>	No <input type="checkbox"/>
5	Form 4: Attachment T1A	Yes <input type="checkbox"/>	No <input type="checkbox"/>
6	Form 5: Price Bid Form	Yes <input type="checkbox"/>	No <input type="checkbox"/>
7	Processing Fee of Rs.11,800/-	Yes <input type="checkbox"/>	No <input type="checkbox"/>
8	Copy of GST/ Registration of Firm Certificate	Yes <input type="checkbox"/>	No <input type="checkbox"/>
9	Copies of Work Orders and the Work Completion/ Satisfactory Letter given by the concerned clients	Yes <input type="checkbox"/>	No <input type="checkbox"/>
10	Audited Financial Statements for FYs last three years	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Date:

Signature and Seal of Authorized Person

Place:

Form 2a

Attachment T1B

From 2a- Financial Capacity of the Bidder

A. Details of Annual Turnover for Preceding 3 Years.

	Year 1 (2018-19)	Year 2 (2019-20)	Year 3 (2020-21)	Average Annual Turnover
Turn Over (In Rs. Crores)				

B. Details of Net Worth

	Year1 (Last Financial Year i.e., as on 31 st March 2021)
Paid up Capital (Rs. Cr)	
(Add) Free Reserves (Rs. Cr)	
Total Net Worth (Rs. Cr)	

(Signature of Bid Signatory)
Seal of the Firm

Certificate from the Statutory Auditor

This is to certify that(name of the Bidder) has an average annual turnover (in the last three financial years) and Net Worth (in the last financial year) as shown above

Name of Authorized Signatory:

Designation:

Name of firm:

(Signature of the Authorized Signatory)
Seal of the Firm

Form 2b

Form 2b–Experience Record

1. All firms must complete the information in this form with regard to the contracts generally. The information supplied should be the annual turnover of the Bidder, in terms of the amounts billed to clients for each year for work in progress or completed, at the end of the period reported. The annual periods should be financial years, with partial accounting for the year up to the date of submission of applications.

A brief note on each contract should be appended, describing the nature of the work, duration and amount of contract, managerial arrangements, purchaser, and other relevant details.

2.

S.No	Name of the Contract	Client	Number of Laminated Cards Printed	Period of contract		Value of contract	Completed YES/NO
				From	To		

Form 5

Price Bid Form

[Location, date]

To:

Sir,

We the undersigned, offer to provide the services for [title of the Bid] in accordance with your Bidding Document dated [date] and our proposal (Technical and Financial proposal). Our attached financial proposal is for the sum as given in the e-procurement platform. This amount is inclusive of the local taxes.

Our financial proposal shall be binding upon us subject to the modifications resulting from contract negotiations, up to expiration of the validity period of the proposal i.e.,[date].

We understand you are not bound to accept any proposal you receive.

We remain,

Yours sincerely,

Authorised Signatory:

Name and Title of Signatory:

Name of Firm:

Address:

Attachment F1

Form F1

Sl. No	Item	Cost per Card in Rs. (Inclusive of all taxes)	Quantity	Total Cost in Rs (In Figures and Words).
1	Dr. YSR Aarogyasri Health Card for Beneficiaries		15000 per month (approx.)	

GOVERNMENT OF ANDHRA PRADESH
ANDHRA PRADESH MEDICAL SERVICES & INFRASTRUCTURE DEVELOPMENT
CORPORATION (APMSIDC)
Plot No-9, Survey No-49, 2nd & 3rd Floors, IT Park, Mangalagiri-522503, Guntur District,
Andhra Pradesh

LETTER OF ACCEPTANCE

[Date]

TO: [Name of successful bidder]

[Address of successful bidder]

This is to notify you that your bid dated [enter *date*] for the execution of the [name *of the contract as given in the bidding data*] for the contract price of the equivalent of [amount *in numbers and words, and name of currency/currencies*], as corrected and modified in accordance with the Instructions to Bidders, is hereby accepted by our agency.

You are hereby required:

- (a) to submit the performance security / Performance Bank Guarantee [*specify as provided in the bidding documents*];
- (b) to sign the attached contract agreement and return [*specify as provided in the bidding documents*]; and
- (c) to commence execution of the said contract in accordance with 'The Contract' documents.

Authorized signature.....

Name and title of signatory.....

Name of agency.....