



**GOVERNMENT OF MAHARASHTRA**  
**SASSOON GENERAL HOSPITAL, PUNE**

Jayprakash naryan road, Near Pune Railway Station , Pune -411001

Phone noz-02026102306/2301

Email & sassoonpurchase@gmail.com

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**TENDER FOR THE**  
**Nitrous Oxide**  
**Suppliers Bulk Cylinders(Capacity 17000 Lars)**  
**FOR THE YEAR**  
**2024-25**



Government of Maharashtra

# Sassoon General Hospital, Pune

Jay Prakash Narayan Road, Near Railway Station Pune 411001

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Fax No-  
26126868

No. SGH/O.S./Anaes./Oxygen E-Tender/ /2024

Date :- / /2024

Sassoon General Hospital Pune hereby invites the tender by  
E-Tendering processing two envelope system  
1. Supply of Medical Oxygen gas, Liquid Medical Oxygen, Nitrous Oxide & Carbon  
Dioxide

TIME SCHEDULE OF THE TENDER

1	TENDER NO	01	
2	Name of the supply	<b>A</b>	Refilling of Oxygen,Liq.Oxygen,Nitrous Oxide &Carbon dioxide
		<b>1</b>	<b>Medical Oxygen I.P.</b>
		<b>a</b>	Hospital owned cylinders (Capacity 7.00 cu/m )
		<b>b</b>	Hospital owned cylinder (Capacity 1.50 cu/m)
		<b>c</b>	Hospital owned cylinder (Capacity 0.75 cu/m)
		<b>2</b>	<b>Liquid Oxygen I.P.</b>
		<b>a</b>	Supply of Liquid Oxygen for Hospital owned tank 15KL, 15kl, 6KL, 6KL,13KL, 13.5KL
		<b>3</b>	<b>Nitrous Oxide I.P.</b>
		<b>a</b>	Supplier bulk cylinders (Capacity 17000 Liters. )
		<b>b</b>	Hospital owned cylinder (Various capacity)
		<b>4</b>	<b>Carbon Dioxide</b>
		<b>a</b>	Supplier's cylinders
		<b>B</b>	<b>Testing, Purging, Repairing of Hospital's cylinders. Which includes following :-</b>
		<b>a</b>	Medical cylinder Testing & Purging Charges
		<b>b</b>	New spindle in lieu of damaged spindle
		<b>c</b>	Spindle broken in valve body repairs
		<b>d</b>	Bull nose damaged tapping Charges
		<b>e</b>	Damaged Valve replaced by new Valve

		<b>f</b>	Damaged Spindle replaced by new Spindle
		<b>g</b>	Painting Charges for each small cylinders.
<b>3</b>	Name of Hospital	Sassoon General Hospital, Pune 411 001	
<b>4</b>	Cost of blank Tender document & Mode of payment	<b>Rs 6018/-</b> (3000 basic+2100 increment+ 918gst) Direct Deposit in Bank Account details - BANK NAME:- Bank of Baroda Bank Account holder Name : administrative officer, Sassoon General Hospital ,Pune ACCOUNT NO:-98260100005165 , IFSC Code:- BARB0DRCBJM Branch:-B.J Medical Extension Counter Pune	
<b>5</b>	Sale of Tender Document	Online - 1) <a href="https://organizations.maharashtra.nextprocure.in">https://organizations.maharashtra.nextprocure.in</a> 2) <a href="http://bjmcpune.org">http://bjmcpune.org</a>	
<b>6</b>	Earnest Money Deposit (EMD)	<b>Rs.85,000</b> /(50,000 basic + 35,000 increment) Direct Deposit in Bank Account details - BANK NAME:- Bank of Baroda Bank Account holder Name : administrative officer, Sassoon General Hospital ,Pune ACCOUNT NO:-98260100005165 , IFSC Code:- BARB0DRCBJM Branch:-B.J Medical Extension Counter Pune	
<b>7</b>	Last Date for payment of amount towards cost of Tender form and online submission.	<b>Date 25/07/2024 17:00hrs.</b>	

## TENDER SCHEDULE

Sr. no	Department Stage	Contractor stage	Start date	Expiry date
1	Release Tender		04/07/2024	05/07/2024 09:59 Hrs
2		Tender download, preparation and online submission	05/07/2024 10:00Hrs	25/07/2024 17.00 Hrs
3	Technical envelope opening (the opening date and time will be as per convenience of the department )		26/07/2024 14.00 Hrs	26/07/2024 17.00 Hrs
4	Price bid opening		<b>After technical</b> envelope scrutiny	

### **NOTE:-**

All bid related activities (process) like tender download, bid preparation, bid submission and bid opening etc. will be governed by time schedule under the key dates mentioned in above schedule. The venue for opening of bids will be at office of **The Dean, Sassoon General Hospital, Pune**

In accordance with G R No.SPO-2014/C No 82/Part III/INDSTRIY-4 dated 1.12.2016 issued by Government of Maharashtra, **The Dean, Sassoon General Hospital, Pune** invites online digitally sealed tenders in Two Bid System for supply of Testing, Purgings, Repairing and Refilling Of Medical Oxygen, Liquid Medical Oxygen, Nitrous Oxide, Carbon Dioxide of Empty cylinders for the year 2024–2025 (One Year contract)

### **INSTRUCTIONS TO TENDERERS:-**

- 1.1 The Tenders shall be submitted online through **E-Tendering** process only. No tender will be accepted manually or through fax etc.
- 1.2 The Tender form will be available online only. No tender form will be sold / issued manually from **The Dean, Sassoon General Hospital, and Pune**.
- 1.3 The tender document will be uploaded / released on Govt. of Maharashtra E-tendering website <https://organizations.maharashtra.nextprocure.in> the tenderer is required to download the tender document from this website as per the schedule of activities for online tender document download.
- 1.4 The tenderer is required to download the tender document within the schedule of activity for online tender document download. After expiry of the date and time for tender document download, **The Dean, Sassoon General Hospital, Pune** will not be responsible for any such failure on account of tenderer for not downloading the document within the schedule even though he has paid the cost of the tender to **The Dean, Sassoon General Hospital, and Pune** office. In such case the cost of the tender paid by the tenderer will not be refunded.

- 1.5 During the activity of bid preparation, the tenderer is required to upload all the documents mentioned in the terms & conditions of the technical bid by scanning the documents and uploading it in the PDF. This activity of uploading the documents as well as preparation of commercial bid and other Annexures enclosed with the tender shall be completed within the schedule given for bid preparation.
- 1.6 After bid preparation, the tenderer is required to submit the bid again during the activity of submission of bid without which the tender will not be submitted.
- 1.7 The tenders submitted online will be opened on the schedule date before the participant. At the time of opening of technical bid the tenderer should bring all the original documents which have been uploaded along with the technical bid so that same can be verified at the time of opening of technical bid. If the tenderer fails to produce the original documents at the time of opening document uploaded will be final and binding on the tenderer
- 1.8 As the tenders are invited online, tenderers are required to upload tender as per the schedule given. **The Dean, Sassoon General Hospital, Pune** is not responsible for failure on the part of tenderer to upload tender within the time schedule. **In case of any help required for this purpose the tenderer shall contact to help line of e-tendering agency M/s. Next Tenders on telephone no.: as given on portal Or Email – [helpdesk@nexttenders.com](mailto:helpdesk@nexttenders.com)** . Tenderers are requested to go carefully through the process of e-tendering given on the website <https://organizations.maharashtra.nextprocure.in> in order to avoid disqualification of their tender on any ground.
- 1.9 The tenderer is required to pay tender processing fee of **Rs.885/-**per tender to E-tendering agency, **M/s. Next Tenders** at the time of on line submission through e-payment (through credit cards/debit card/net banking). Details of different modes of online payment to E-tendering service provider is as per **Annexure ‘X**. Nonpayment of fees will result in non-submission of the tender and **The Dean, Sassoon General Hospital, Pune** will not be responsible if the tenderer is not able to submit their offer due to nonpayment of processing fees to the e-tendering agency
- 1.10 Any amendment to the tender will be placed on the e-tendering website of the Govt. of Maharashtra. The tenderer will not be communicated separately regarding the amendment. The tenderer should download the amendment. However if the tenderer fails to upload any of these amendments then it will be presumed that the tenderer has quoted his/ her rates by taking the note of these amendments.

#### 1.11 MANNER OF SUBMISSSION OF TENDER

The tender is divided in two parts and required to be submitted online only

## **Technical Bid (Part I)-**

Contains technical information such as technical specifications, terms & conditions of the tender, qualification criteria, documents required to be submitted to become qualify for opening of commercial bid, general terms & conditions of the tender, instructions to the tenderer for submission of the tender, other Annexures required to be submitted by the tender along with the technical bid, **confirmation to tender terms & conditions**. Detailed specification of the tendered item shall be as per **Annexure 'III'**.

## **Commercial Bid (Part- II)-**

Contains price bid to be filled in by the tenderer.

## **TECHNICAL BID (Part - I)**

Technical bid shall contain following documents duly certified by Notary/Gazette Officer. These documents shall be in the form of PDF files / if required in Zip file. These documents needs to be digitally signed by the tenderer and uploaded in the technical bid during online bid preparation stage.

### 1. **Performa**

- a. To be submitted along-with Technical Bid as mentioned in (**Annex- I**). In case of every offer whether indigenous or imported the name of manufacturer, address together with brand /make /model should be indicated in the tender. Any conditional offer of the tenderer will be rejected

### 2. **Earnest Money deposit (EMD):-**

- a. The tenderer should pay **EMD of 85,000/-** by online Firms registered with **S.S.I. Units registered with Director of industries Maharashtra State only for items manufactured by them ARE EXEMPTED FROM PAYING EMD**. The **attested photo** copies of the registration should be uploaded with the tender
- b. The EMD will be forfeited if the tenderer fails to enter into contract according to terms & conditions, if accepted. EMD of the unsuccessful tenderers shall be refunded within due course of finalization of order

3. Copy of GST Registration Certificate.

4. Pan card

5. Conflict of interest declaration

6. **GST Clearance Certificate**: - Attested copy of GST clearance certificate **up to 31<sup>st</sup> March 2024** And 31 December 2023 Return Chillan or wherever applicable sales tax exemption certificate from sales tax authority.

7. **Authorization Letter**:-A dealer quoting on behalf of manufacturer must attach authorization letter from the manufacturer to sell the Gases & to do after sales services as per **Annexure – II** . If Tenderer is a dealer and his OEM is also participating in the same tender and tenderer has submitted his authorization letter both will be disqualified.

8. Tenderer Should submit attested copy of Valid GMP Certificate issued by food and drug administration certificate clearly mentioned about **Medical Gases (Oxygen)**. In case of dealers, prime manufacturers must have it.
9. Tenderer should submit attested copy of permission letter from competent authority to manufacture of **Medical Gases (Oxygen)**. [**PESO Certificate, FDA Certificate & Fire safety Certificate**]
10. If tenderer is manufacturer, the copy of permission letter from competent authority to manufacture **Oxygen** gases should be submit with the tender. If tenderer is dealer he should submit same permission letter issued in the name of their parent company (Manufacturing Company).
11. The tenderer must provide minimum 4 transport registered own vehicle. The transport vehicle should have carrying capacity of minimum 1.5 ton and it should be registered within last 7 year i.e. maximum 7 year old. The vehicle must be insured under comprehensive insurance policy (third party insurance will not be accepted). Following attested copies of documents must be enclosed with tender in technical envelope otherwise tender will be rejected.
  1. Attested Photostat copy of R.C. Book
  2. Attested Photostat copy of Comprehensive Insurance police.
  3. Photograph of Vehicle
  4. Fitness certificate from R.T.O. for the same vehicle.
  5. Fire safety Certificate
12. **In case of emergency or not availability of empty cylinder form this institute the tendered should supply the required gases in their own cylinder without charging any type of extra rent/charges. Undertaking regarding this must be submitted along with the tender.**
13. Tenderer must have an experience of suppling Medical oxygen in minimum 3 Government or Semi Government Hospital and must attach the purchase order of the same.
14. Certificate from controller of explosives to refill cylinders is to be submitted.
15. Tenderer must submit income tax return of the firm of last 3 years.
16. Tenderer must submit a valid solvency certificate of minimum Rs.25 Lakhs.
17. The average turnover of the **Medical Oxygen Gas** tenderer must be above 1 crore /year in last 3 years And the **Liquid Medical Oxygen** tenderer must be above 5 crore /year in last 3 years which should be submitted with the signature of chartered accountant.
18. Tenderer must have minimum transportation capacity of 15 KL of **Liquid Medical Oxygen** with attached PESO Licenses of the three Vehicles.
19. Acceptance Certificate should be submitted as per Terms & Condition
20. Tenderer should produce certificate of no conviction certificate by FDA.

## **Annexure - V**

### **1. Original Tender Form:-**

Tenderer's are required to sign and put official seal of the company on every page of the tender form. They are also required to sign on every page of the specification copy and affix the seal of the company at the right hand corner of the bottom of the page.

### **Authentication for Documents:-**

The responsibility to produce correct authentication for documents rests with the tenderer. If any documents is detected to be forged, bogus etc., the tender shall be rejected and EMD shall be forfeited. Any contract entered under such condition shall also be liable to be cancelled at any time during its currency and further penal action like criminal prosecution, blacklisting etc. against the said contractor and / or the partners shall be instituted.

1. At the time of submission of Tender documents to this office. All the photo copies of certificates / documents attached with the tender should be duly attested by Gazetted officer of State/Central Government.
2. If ANY OF THE ABOVE DOCUMENTS / INFORMATION AS ENLISTED FROM **No.1 TO No.14** IS NOT ATTACHED WITH THE TENDER, THE TENDER IS LIABLE TO BE TREATED AS **INVALID**
3. However if any discrepancy is found in the administrative documents, which have no effects on the cost in price packet Envelope, the tenderer shall have to clarify / comply within the stipulated time, failing which their EMD shall be forfeited and further action of blacklisting them shall be initiated.

### **❖ OTHER TERMS & CONDITIONS CONCERNING THE TENDER :-**

1. No price should be quoted in **part I** (Technical Bid). If any price is quoted in technical bid, the entire tender will be treated as **INVALID**
2. Commercial bid II will be opened only when the documents as mentioned in Technical bid I are in order, as per requirements and as per specifications. Valid tenderer will be informed accordingly.
3. The Envelope No. 2 (Commercial Bid) will be opened of only those tenderers who have submitted all the documents as per tender terms and conditions in the envelope no. 01 and are technically qualified.
4. **Terms of payments:** On submission of bill in triplicates in the name of “**The Dean, Sassoon General Hospital, Pune**”, payment will depend on the availability of Grants. Hospital will try to pay the payment in **90 working days** after submission of the bill to the office. Tender Holders should supply the medical gases in case of delayed payment. Interest will not be paid in case of delayed payment.



5. During contract period The **Dean, Sassoon General Hospital, Pune**, can get the sample of Medical Oxygen and Nitrous Oxide gas tested if in doubt. The decision of The Dean, regarding quality of tender item based on such analytical report will be final and cost of Analysis shall be borne by tenderer.

6. In case of poor response to the main tender i.e. non receipt of 3 valid tender maximum 2 extension will be given. And in the period of extension the previous procedure will be remain valid except rejected tender.

7. The storage facility (godown) should be within the periphery of 100 (Hundred) km from the hospital Refilling and transport (to and Fro) of **Empty Oxygen Cylinders Of Sassoon General Hospital, Pune** has to be done **every day between 10.00AM to 05.00 PM and as and when required**. Supplier should collect **Empty Cylinders** from storage of oxygen department . All manpower and expenses for this should be borne by the supplier. Cylinders sent for repair have to be replaced within 7 days.

8. Tender validity period will be one year from the date of agreement of contract. After one year of contract period if there is delay in next tender procedure, the tender holder should supply medical gases during extension period on same price rate.

9. Tenderer or his representative may remain present at the time of opening of tender with authority letter from his proprietor.

10. Medical oxygen being lifesaving item, your service should be very prompt as and when asked for. Order has to be executed within 24 hours of issue of order failing which the contract may be cancelled.

11. Tenderer is not allowed to change/replace/repair cylinder or valve or cylinder for any reason without permission of authority, Inform the repair/replacement estimate expenditure of value in writing to the authority.

12. Proper precautions should be taken during transport of refilled cylinder to prevent gas leak/explosion.

13. At the time of supply the supplier must submit the certificate of pressure of supplied cylinders. It will be verified by this office time to time. The cylinders should be sealed and labelled with date of filling with official signature.

14. Tenderer must distinctly understand that they will not be allowed to increase over the rates quoted by them during contract period without valid reason for which prior permission and sanction of authority is must. In the event of non-execution of transportation of tender item within such time as may be stipulated, the purchase officer (P.O.) shall be entitled to get the work executed from any other sources at such prices as the P.O. shall in his sole discretion thinks fit if action stipulated above is taken. The defaulting tenderer will be held responsible for higher cost incurred during such risk purchase and the amount shall be procured from the tenderer.

15. Order has to be executed within 24hours of issue of order failing which the contract may be cancelled and the may be issued to the person quoting second lowest rate. Also, the defaulting contractor's E.M.D. will be forfeited to the Govt. and he will be permanently delisted from the list of approved contractor of P.O.

16. Tender holder should submit 5 % security deposit in form of Bank guarantees.

**17. Jurisdiction of the Courts:-**

In case of any claim, dispute or differences arising in respect of tender, the cause of action shall be deemed to have arisen in Pune and all legal proceedings in respect of any such claim, dispute or difference shall be instituted in a Competent Court in the city of Pune.

**THE DECISION OF THE DEAN Sassoon General Hospital, Pune WILL BE FINAL AND BINDING. THE DEAN SASSOON GENERAL HOSPITAL, PUNE RESERVES THE RIGHTS TO REJECT ANY OR ALL TENDERS WITHOUT ASSIGNING ANY REASON.**

**I have read all the terms and conditions of the tender carefully and I agree to abide by them.**

**Signature of Tenderer with Seal**

## List of Annexures

<b>Sr. no</b>	<b>Annexure No. Description</b>	
1	<b>Annex No. I</b> :Preformat to be submitted along-with Technical Bid	
2	<b>Annex No. II</b> :Manufacturer Authorization Letter	
3	<b>Annex No. III</b> :User List	
4	<b>Annex No. IV</b> : Detail of Products supplied to Govt. of Maharashtra / others in Last 04 years.	
5	<b>Annex No. V</b> : Terms & Condition Acceptance Certificate	
6	<b>Annex No. VI</b> :Preformat for Price Justification	
7	<b>Annex No. VII</b> :Commercial -Bid (Part -II)	

Annexure – I

**(Incomplete Annexure is liable for Rejection)**

(on Bidder's Letterhead)

<b>PROFORMA TO BE SUBMITTED ALONG WITH TECHNICAL BID</b>	
1	Name and address of the firm :-
2	Registered Head Office Postal address :-
3	Telephone No. & FAX& <b>E-Mail</b> :- :-
4	In case of proprietorship / Partnership firms, names of proprietors / partners/ Directors with address and percentage of share
5	Ownership status of the firm (Maharashtra Govt. / Central Govt./Jt. Sector /co - operative /SSI /Private)
6	Whether tendering as a manufacturer / Agent/ Distributor
7	<b>Name of the person&amp; Phone no. who should be contacted by this office in case of any urgent problem.</b>
8	Location of other manufacturing work/factory/factories owned by the firm (if any).
9	<b>Full Address with Email ID, Phone Numbers and Location of Original manufacturing work/factory/factories :</b>
10	Adhar card and pan card of the owner/partners/dealers
I / we hereby declare that particulars furnished above are true to the best of my /our knowledge and belief and that if any of the particulars is found to be materially incorrect / misleading, my /our tender shall be rejected and I / we are liable for penal action as per terms specified in the " term and conditions of tender".	
	<b>Date :-</b>
	<b>Full Signature of the Bidder with official seal and address</b>

**ANNEXURE II**

**(Incomplete Annexure is liable for Rejection)**

<b>Manufacturer's Letter Head</b>
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Ref: -

Date:-

To,

The Dean,  
Sassoon General Hospital,  
Jay Prakash Narayan Road,  
Near Pune Railway Station,  
Pune – 411 001.

Dear Sir,

I /We the undersigned who is/are authorized signatory/signatories of the Manufacturing

(Name & complete address)

Firm M/s.....

(Name & complete address)

do hereby authorizes M/s ..... to quote

rates/collect the orders/raise the bills for the items manufactured by me/us under the Tender

No. ....

I/We have gone through all the terms and conditions and read important instructions of the tender and will be binding on me /us and also the Distributor/Dealer / Agent

(Name & complete address)

M/s. ....appointed by

me/us during the whole contract period including extension period of the said contract.

We hereby confirm that after sale services of our product will be provided by above said authorized distributor.

Manufacturer's  
Authorized Signature  
with Stamp and Seal

**ANNEXURE III**

**(In complete Annexure is liable for Rejection)**

**User List of Quoted Gas  
on Bidders Letterhead**

Name of the Gas - \_\_\_\_\_

Sra No	Name and Address of Institute	Authorized Contact Person	Tel, Fax & Mobile No	Date of Supply
1	2	3	4	5

**Signature of Tenderer with Seal**

**ANNEXURE IV**

**Detail of Products supplied to Govt. of Maharashtra in last 04 years.  
(In complete Annexure is liable for Rejection)  
(on Bidders Letterhead)**

Specify how much quantity of products were supplied to the Government of Maharashtra/  
Others in the last four years as shown below (use separate sheet if necessary).

Year	Name of the Gas	Quantity of supply	Amount of business R	Name of the store Institute to whom supply is made
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>

**Signature of Tenderer with Seal**

**ANNEXURE V**

**(In complete Annexure is liable for Rejection)**

(on Bidders Letterhead)

**Terms & Condition Acceptance Certificate**

Ref: -

Date:-

To,

The Dean,  
Sassoon General Hospital,  
JayPrakash Narayan Road,  
Near Pune Railway Station,  
Pune – 411 001.

**Ref: - Tender Document No \_\_\_\_\_ Date \_\_\_\_\_**

Respected Sir,

I /We the undersigned have examined the above mentioned Tender Enquiry document, including Amendment / Corrigendum No. \_\_\_\_\_ Dt \_\_\_\_\_ (if any), the receipt of which is hereby confirmed.

If our tender is accepted we undertake to supply the gases & perform the services as mentioned in Tender Enquiry Document in accordance with the delivery schedule.

We further understand that you are not bound to accept the lowest or any tender you may receive against your tender enquiry.

We confirm that we fully agree to the terms and conditions specified in above mentioned Tender Enquiry document including Amendment / Corrigendum if any.

**Sign and Office seal of the Tenderer**



ANNEXURE - VI

**(In complete Annexure is liable for Rejection)**

**Preformat for Price Justification**  
(on Bidders Letter head)

Tender No.

Date:-

To,

The Dean,  
Sassoon General Hospital,  
JayPrakash Narayan Road,  
Near Pune Railway Station,  
Pune – 411 001.

**Ref: - Tender Document No \_\_\_\_\_ Date \_\_\_\_\_**  
**Higher Price / Lower Price Certification**

Respected Sir,

I/We \_\_\_\_\_ hereby certify that the price quoted by us in tender no. \_\_\_\_\_ are our best price based on tender quantities.

We also wish to disclose that the prices lower then price quoted may be applicable to other Govt. Dept. / Institution or any other institute and such lower prices are solely on account of terms of sales and other condition applicable during Pendency of such contract.

**Sign and Office seal of the Tenderer**

## ANNEXURE VII

**(In complete Annexure is liable for Rejection)**

### **Commercial - Bid (Part - II)**

The Commercial Bid (Part - II) should contain the price. The cost should be coated in Indian currency only. Tenderer should quote the price prodromal mentioned in Annexure - VII

**Rates should quote including Refilling charges, Transportation charges, Labor charges & other Taxes of Government i.e. GST, ser .tax, Sales Tax etc.And taxes whatever applicable.**

**Name of Tenderer:**

01 Medical Nitrous Oxide I.P.					
S.no	Particulars	Basic Cost of Nitrous Oxide per 1000 Lars	Refilling, Transportation, Labor & other charges like GST and other taxes	Total cost per 1000 Lars	Offer in words
SA.	Supplier's bulk cylinders (Capacity 17000 Lars.)				
02 Testing, Purging, Repair of damaged Valve & Spindle of each Cylinder Which includes following :- (Hospital owned cylinder)					
a	Medical cylinder Testing & Purging Charges				
b	New spindle in lieu of damaged spindle				
c	Spindle broken in valve body repairs				
d	Bull nose damaged tapping Charges				
e	Damaged Valve replaced by new Valve				
f	Damaged Spindle replaced by new Spindle				
g	Painting Charges for each small cylinders.				

All rates should be for destination up to Oxygen Section of Sassoon General Hospital Pune.

All financial offers must be prepared and submitted online (An online form will be provided, during online bid preparation stage) and signed using individual's digital certificate. Date of opening will be informed accordingly

Commercial quote in any other format shall be rejected. Conditional offers shall not be considered and shall be treated as non-responsive

**Sign and office seal of the Tenderer**