

Invitation of quotation
for
Printing of Investigation Report & Prescription
Slip
At
All India Institute of Medical Sciences, Jodhpur

Inquiry No.: : Admn/General/02/2015-AIIMS.JDH

NIT Issue Date : 19th January, 2016

Last Date of Submission : 25th January, 2016 at 05:00 PM.



All India Institute of Medical Sciences, Jodhpur

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Invitation of quotation for Printing of Investigation Report & Prescription Slip at AIIMS Jodhpur

Sealed Quotations are hereby invited by the undersigned on behalf of the Director, AIIMS Jodhpur for Printing of Investigation Report & Prescription Slip for the Institute as per terms & conditions mentioned below. The filled quotations along with all the required document must reach in the office of the undersigned on or before 25.01.2016 05.00 PM. The Envelope containing the quotation would please be sealed and super scribed as under:-

“QUOTATION FOR PRINTING OF INVESTIGATION REPORT & PRESCRIPTION SLIP AGAINST INQUIRY NO. Admn/General/02/2015-AIIMS.JDH” DUE ON 25.01.2016 05.00 PM”

1. Terms & Conditions:

- A) The quotations received after this deadline & unsealed shall not be entertained under any circumstances whatsoever. In case of postal delay this Institute will not be responsible.
- B) Quotations must be in the enclosed prescribed Performa on the letter head of the firm duly signed by the Proprietor/ Partner/ Director or their authorized representative, In case of signing of quotation by the authorized representative letter of authorization must be attached with the quotation.
- C) Rates must be quoted as per the format specified Taxes extra if any must be written separately.
- D) Rates must be quoted FOR basis (including Freight charges, Insurance etc.)
- E) No overwriting or cutting is permitted in the rate. If found, the quotation shall be summarily rejected.
- F) The rates quoted must be valid for 60 days minimum from the date of opening of the quotation and silence of any tendered on this issue shall be treated as agreed with this condition.
- G) RTGS/NEFT details need to be furnished by the supplier with the quotation on the letter head of supplier/firm/agency.
- H) The firm/agency may satisfy the following conditions and attach self-attested copy of the same with the quotation:
 - Firm shall be registered with the Government of Rajasthan / Central Government.
 - The firm shall have valid VAT/ Sales Tax No. and IT PAN.
 - **The firm should not be black listed by any Govt. Agency/Dept.**

- I) Quotations qualified by such vague and indefinite expressions such as “subject to prior confirmation”, “subject to immediate acceptance” etc. will be treated as vague offers and rejected accordingly. Any conditional quotation shall be rejected summarily.
- J) Becoming L1 will not be the criteria for awarding of purchase order unless the rates are reasonable & justified.
(L1 will be decided on individual item basis)
- K) The supplier must submit a sample of the product(s), which will be evaluated by a technical evaluation committee. The expenditure incurred for demonstrating the items will be borne by the supplier.
- L) **Delivery Period** – 15 days from award of work.
- M) **Liquidated Damage:** - If the supplier fails to deliver the material on or before the stipulated date, then a penalty at the rate of 0.5 % per week of the total order value shall be levied subject to maximum of 10% of the total order value.
- N) **Payment Terms:** Payment will be only after satisfactorily delivery / commissioning of material and after inspection by the AIIMS Jodhpur.
- O) **Disputes:** -In the event of any dispute or disagreement arising between the contractors and any other department of AIIMS Jodhpur with regards to the interpretation of “Terms & Conditions” of this inquiry, the same shall be referred to the Director, AIIMS Jodhpur whose decision will be final and binding upon the contractor.
- P) AIIMS, Jodhpur reserves the right to increase or decrease quantity and / or amount of work. Decision of Quantity of material in the AIIMS, Jodhpur will be final in this regard.
- Q) AIIMS, Jodhpur reserves the right to reject any quotation or part or the whole of inviting quotation process without assigning any reason. Decision of the AIIMS, Jodhpur will be final in this regard.

Administrative Officer

Encl.:

1. Annexure 1 (Format of Price Bid)

[On the letterhead of firm]

ANNEXURE "1"
PRICE BID FORM

To,
Administrative Officer,
AIIMS Jodhpur.

Dear Sir,

1. I/We Submitted the quotation for Enquiry No. **"QUOTATION FOR SPORTS ITEMS AGAINST THE INQUIRY NO. Admn/General/02/2015-AIIMS.JDH" DUE ON 25.01.2016 05.00 PM** for Printing of Investigation Report & Prescription Slip at AIIMS Jodhpur".
2. I/We thoroughly examined, understood and accepted terms & conditions given in the enquiry document, failing which my quotation will be rejected out rightly.
3. I/We hereby offer to supply at the following rates.

S. No.	Product Name	Qty.	Specification	Rate Exclusive Taxes	Taxes (If Any)	Rate per Unit Inclusive Taxes	Total Cost Inclusive Taxes
1	Investigation Report	30,000 Nos	<ul style="list-style-type: none"> • Size: Length 29.8 CM; Width 20.5 CM • Executive Bond Paper • 100 GSM Paper Sheet • Must be prepare in set of 100 sheets • Black & White Printing 				
2	Prescription Slip	30,000 Nos	<ul style="list-style-type: none"> • Size: Length 22 CM; Width 14 CM • Sunshine Paper • 95 GSM Paper Sheet • Multicoloured Printing 				

1. L1 will be decided on individual item basis.
2. The Bidder must be submit the sample as specification.
3. Interested Bidder must review the sample for above said required materials from the Institute Administration Block.

Date_____

Place_____

(Signature of Authorized Person)

(Name)_____

Name of Firm/Company/Agency_____

Phone No. _____

Email: _____