

Invitation of quotation  
for  
SAFE Kit (Sexual Assault Forensic Evidence Kit)  
At  
All India Institute of Medical Sciences, Jodhpur

Inquiry No.: : Admin/Gen/31-10/2023-AIIMS.JDH  
Inquiry Issue Date : 12<sup>th</sup> March,2024  
Last Date of Submission : 18<sup>th</sup> March,2024 at 03:00 PM.



**All India Institute of Medical Sciences, Jodhpur**

Basni Phase - II, Jodhpur – 342005, Rajasthan

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**Invitation of quotation for SAFE Kit (Sexual Assault Forensic Evidence Kit) at AIIMS Jodhpur**

Sealed Quotations are hereby invited by the undersigned on behalf of the Director, AIIMS Jodhpur for SAFE Kit (Sexual Assault Forensic Evidence Kit) 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 18.03.2024 03.00 PM. The Envelope containing the quotation would please be sealed and super scribed as under:-

**“QUOTATION FOR SAFE KIT (SEXUAL ASSAULT FORENSIC EVIDENCE KIT) AGAINST INQUIRY NO. ADMN/GEN/31-10/2023-AIIMS.JDH” DUE ON 18.03.2024 03.00 PM”**

**1. Terms & Conditions:**

- A) The quotations received unsealed and after the deadline shall not be entertained under any circumstances whatsoever. In case of postal delay this Institute will not be responsible. **The offer Submitted through Fax/Email shall not be considered and no correspondence will be entertained in this matter.**
- B) Quotations must be in the enclosed prescribed Porforma (Annexure – 2) 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. Quotation must be dropped in “**Quotation Box**” located in Administration Block of AIIMS, Jodhpur.
- C) Rates must be quoted in **Indian rupees (INR)** and as per the format specified taxes extra if any must be written separately.
- D) Rates must be quoted FOR basis (including Freight charges, Insurance, installation 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) Becoming L1 will not be the criteria for awarding of purchase order unless the rates are reasonable & justified.
- H) RTGS/NEFT details need to be furnished by the supplier with the quotation on the letter head of supplier/firm/agency.
- I) 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 Central/ State Government.
  - The firm shall have valid GST/Other taxes and IT PAN.
  - **The firm should not be black listed by any Govt. Agency/Dept.**
- J) 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.

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- K) **Delivery Period** – within 30 days from Purchase order.
- L) **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.
- M) **Payment Terms:** Payment will be only after satisfactorily delivery / commissioning of material and after inspection by the AIIMS Jodhpur.
- N) **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.
- O) 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.
- P) 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.

**2. Special Terms & Conditions:**

- A) **Bidder must quote the product as per specification provided in Annexure 1.**
- B) **Catalog must be attached with quotation for technical evaluation.**
- C) **The supplier may be asked to arranging demonstration of their equipment for which rates have been quoted, to the AIIMS Jodhpur, if required. The expenditure incurred for demonstrating the items will be borne by the supplier.**

**Deputy Director (Admin.)**

Encl.: Annexure 1 (Specification)  
Annexure 2 (Format of price bid)

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**Annexure 1**

<b>Sr No</b>	<b>Item Name</b>	<b>Qty.</b>	<b>Remarks</b>
1.	Gloves	03 Pairs	Surgical grade. Nitrile. Powder Free gloves (Free size)
2.	Face Mask	03	Surgical grade disposable Ear Loop Face Mask (3 ply) having 99% Bacterial Filtration Efficiency (BFE) (Free size)
3.	Gown	03	Surgical grade disposable gown (Free size)
4.	Cap	03	Surgical grade disposable cap (Free size)
5.	Shoe cover	03 pairs	Surgical grade disposable shoe cover (Free size)
6.	Hand-towel.	03	Sterile Hand towel of 12x12 inches. (white cotton )
7.	Bio-hazard disposable bag	03	Bio-hazard disposable bag for biological waste (Size: 24x24 inch). Along with plastic fastener
8.	Sterile gauze*	03	Sterile, absorbent. superior cotton yarn (High grade USP Type VI) cotton gauze (4x4 inch). Quantity per pack 2-4 Pcs. (Surgical grade)
9.	Filter paper	05	Sterile. white color Cellulose filter paper, circular with 25mm diam. 180µm thickness, 11µm m pore size (particle Retention). Grade: 1.
10.	Alcohol swabs*	04	Sterile (70% Isopropyl Alcohol). Thick and soft cotton swabs with four layered wrapper. Air tight seal to prevent from leakage and drying out, individually wrapped, Usage: Clinic. Hospital and Laboratory.
11.	Hand sanitizer*	01	Safe, Non-toxic, 99% germ protection-25 ml Surgical grade)
12.	Forensic Magnifier Lens	01	Portable magnifying lens having 3 inch diameter with 3 inch handle (magnification power: SX or higher) Usage: Forensic Crime Scene, Glass/fiber material
13.	Surgical blades	01	Surgical grade sterile stainless steel scalpel blades with 4-5 inch holder of any material steel/ plastic.
14.	Forceps	01	Surgical grade sterile stainless steel forceps (for lifting forensic evidence) -6 to 8 inch
15.	Scissors	01	Surgical grade Sterile Stainless steel scissors -6-7 inch
16.	Pasteur pipette (Dropper)	02	Sterile disposable plastic droppers - 3ml
17.	Syringe	02	Sterile disposable syringe with needle - 3ml
18.	Ampoule of sterile Water	02 each	Ampoule of sterile Distilled water (10ml.)
19.	Ampoule of saline	02 each	Ampoule of sterile Saline (pH-7.4) (10ml.)
20.	Ampoule of phosphate buffer	02 each	Ampoule of sterile PBS (pH-7.4 )- 10 ml
21.	EDTA vials *	01	Sterile, leak proof EDTA blood collection plastic vacuotainer 3ml
22.	FTA cards with pouch* Individually packed with two	02	Sterile, Filter paper cards for collection of blood sample for long term storage of DNÂ at room temperature (Forensics Use). specifically designed for preservation of Nucleic DNA for forensic use, should have real-time DNA stability study

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	desiccants		On the cards for at least 15-20 Years. DNA/RNA free ISO Certification.
23.	Surface swabs (Foam tip Applicator)	04	Sterile foam tipped applicator, non-abrasive foam head (Lollipop swabs), individually packed.
24.	Cotton swabs*	05	Sterile. DNA/RNA free sampling cotton swabs, screw capped polypropylene tube, cotton bud with stick, Individually packed.
25.	Sterile Plastic container	03	Sterile, leak proof, high quality. plastic polypropylene, Capacity - 30 ml
26.	Evidence collecting envelops,	02	Pre-printed as per the guideline, Kraft paper double fold self-Sealing envelops/bags, strong & high quality. (breathable Envelopes and expandable). Usage: packing of evidence e.g. clothing, Size: A3
		05	Pre- printed as per the guideline, high quality self-sealing Envelops, breathable. Size: A4
		05	Pre- printed as per the guideline, high quality self-sealing Envelops. breathable. Size: A5
27.	Butter paper	05	Non-sticky butter paper sheet of 9 x 12 inches (sheets may be Folded and kept into small envelops). Usage: collection of Evidence material e.g. hair samples.
28.	Sticker sheet A4	01	White color laminated paper sticker sheet having 10 stickers per page (Size- A4) having preprinted information as per guidelines
29.	Tamper proof tape	05	Tamper proof tape strips (1.25 x 4 inch) for sealing of evidence material
30.	Stainless steel spatula spoon end	01	Stainless steel spatula spoon end for scraping evidence material
31.	Scale	01	1. 12 inch foldable scale with conversion table (inches to cm) Of high quality material. 2. Flexible measuring tape-(5f.)
32.	Comb	02	Both Spaced & fine teeth
33.	Nail Cutter	01	Having Provision to take nail scraping

Note: \* items should have manufacturing and expiry date.

**Note: -**

- **The Bidder must quote single Make.**
- The bidder must quote their quotation only in the prescribed format (Annexure-II) on the letter head of firm otherwise quotation will be **REJECTED**.
- Catalog must be attached with quotation for technical evaluation.
- A suitable box to carry the above-mentioned articles must be provided.
- The LI firm must also provide a Quality Assurance Declaration /Certification in the specified format.

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**ANNEXURE “2”**  
**PRICE BIDFORM**

To,

The Deputy Director (Admin.),  
AIIMS, Jodhpur.

Dear Sir,

1. I/We ..... Submit the quotation for Enquiry No. **“QUOTATION FOR SAFE KIT (SEXUAL ASSAULT FORENSIC EVIDENCE KIT) AT AIIMS AGAINST THE INQUIRY NO. ADMN/GEN/31-10/2023-AIIMS.JDH” DUE ON 18.03.2024 03.00 PM** for **SAFE Kit (Sexual Assault Forensic Evidence Kit)** at AIIMS Jodhpur”.
2. I/We have 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	Particular	Qty.	Quoted Make	Price/Unit Exclusive of GST (INR)	GST/ Other Taxes	Price/ Unit Inclusive of GST (INR)	Total Cost Inclusive of GST (INR)	MRP
1.	Gloves	03 Pairs						
2.	Face Mask	03						
3.	Gown	03						
4.	Cap	03						
5.	Shoe cover	03 pairs						
6.	Hand-towel.	03						
7.	Bio-hazard disposable bag	03						
8.	Sterile gauze*	03						
9.	Filter paper	05						
10.	Alcohol swabs*	04						
11.	Hand sanitizer*	01						
12.	Forensic Magnifier Lens	01						
13.	Surgical blades	01						
14.	Forceps	01						
15.	Scissors	01						
16.	Pasteur pipette (Dropper)	02						
17.	Syringe	02						
18.	Ampoule of sterile Water	02 each						
19.	Ampoule of saline	02 each						
20.	Ampoule of phosphate buffer	02 each						
21.	EDTA vials *	01						
22.	FTA cards with pouch* Individually packed with two desiccants	02						
23.	Surface swabs (Foam tip Applicator)	04						
24.	Cotton swabs*	05						
25.	Sterile Plastic container	03						

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26.	Evidence collecting envelops, Size-A3	02						
	Size-A4	05						
	Size-A5	05						
27.	Butter paper	05						
28.	Sticker sheet A4	01						
29.	Butter paper	05						
30.	Sticker sheet A4	01						
31.	Tamper proof tape	01						
32.	Stainless steel spatula spoon end	02						
33.	Scale	01						

**Date** \_\_\_\_\_

**Place** \_\_\_\_\_

**Name of Firm/Company/Agency** \_\_\_\_\_

**GSTIN No.:** \_\_\_\_\_

**Bank Name:-** \_\_\_\_\_

**Bank Account No.:** \_\_\_\_\_

**IFSC Code:-** \_\_\_\_\_

**Branch Name:** \_\_\_\_\_

**Phone No.** \_\_\_\_\_

**Email:** \_\_\_\_\_

**(Signature of Authorized Person)** \_\_\_\_\_

**(Name)** \_\_\_\_\_

**Seal:** \_\_\_\_\_