



विषय/Sub: Inviting Quotations for procurement of Printing Stationery Items for Central Store, at AIIMS Raipur

**QUOTATION NOTICE**

Sealed quotations are invited from intending registered Stockist / Distributors having GST Number and relevant documents for Rate Contract of Printing Stationary items for Central Store Department, at AIIMS Raipur. The quotation should be submitted to Medical College Building, 2nd Floor, Gate no.05, office of Store Officer up to 3:00pm on 01.06.2020. The quotations will be opened on the same day at 3:30pm. Details of item re given as under: -

Sr. No.	Name & Description of Items	Requirement	Make/Model	Unit Rate in Rs.	G S T @	Unit rate With GST in Rs.
1.	<b><u>Cobra File</u></b> 1. Size- 35cm x 55cm in 440 GSM and assorted Color, with self-locking Mechanism and good thick Spine. 2. AIIMS & swatch Bharat logo with name of AIIMS Raipur in Hindi & English in Blue Color should be Printed in the bottom side.	01 Nos.	Superior Quality			
2.	<b><u>Tag File</u></b> <b>No. of eyelet:</b> - 02 Nos. <b>Material:</b> - Coloured grey <b>Color of File cover:</b> - Assorted <b>Min. width of Folder:</b> - 240mm <b>Min. length of Folder:</b> - 350mm <b>Location of Eyelet:</b> - Left Top Corner <b>File Suitable for Paper Size:</b> - Foolscap <b>Min. Capacity of Folder Cover Sheet:</b> - 31 Kg <b>Min. Width of Flap at Bottom cover:</b> - 35mm <b>Min. Width of Buckram cloth at the spine:</b> - 50mm <b>Printing:</b> - Front Cover Printed with AIIMS logo & Address in Hindi & English Language.	01 Nos.	Superior Quality			

**Terms & Conditions: -**

1. Rate should be mentioned in words & figure both.
2. Taxes, if any (should be clearly mention).
3. This will be rate contract and total value of this rate contract will be Rs. 2,50,000.00
4. Validity of rate contract will be of 1 year and it may be extend upto another 1 year.
5. Firm will have to submit the SD@10% of total contract value i.e. Rs. 25,000 at the time of contract.
6. Delivery Schedule – within 30 days from the date of issue of PO.
7. Price should be FOR Destination basis.(i.e. concerned department)

8. LD @ 0.5% of delayed supply per week or part of week for delay of supply of material subject to maximum up to 10%. After expiry of delivery period material cannot be accepted without extension of delivery period.
9. Quotation No/Name and Due date of opening must be written on top of envelop.
10. GST rates applicable on your quoted item may please be confirmed. HSN code for each item should be clearly mention.
11. Please confirm if there any change (Upward/Reduction) in your Basic Price structure. And you are also requested to pass the Input Credit as per the following Anti Profiteering Clause of GST. "Upon Implementation of GST, any reduction in the rate of tax on supply of goods or service or the benefit of input tax credit shall be passed on to AIIMS Raipur by way of commensurate reduction in the prices.
12. In the event of increase in price, detailed justification and supporting evidence may be submitted for our consideration.
13. The GST registration details may please be furnished.
14. 100% payment against receipt and acceptance of material of each PO.
15. Validity of offer should not be less than 90 days
16. No Part supply or Part Payment will be entertained.
17. RTGS detail required for payment purpose.
18. Expenditure will be debitable to GIA-general.
19. Brand & Make should be clearly mentioned in offer (If require).
20. Frequency of order will be decided by AIIMS Raipur as per requirement.

**Store Officer**  
**AIIMS Raipur**

**Vendor Details**

<b>Name</b>	
<b>Aadhaar No. (if any)</b>	
<b>PAN</b>	
<b>GST. No.</b>	
<b>Address</b>	
<b>City</b>	
<b>State</b>	
<b>Pin code</b>	
<b>Mobile No.</b>	
<b>Phone No.</b>	
<b>E-mail</b>	
<b>Bank Name</b>	
<b>Bank A/c No.</b>	