



AIIMS/R/CS/PRO/AR/2020/9962

Date: - 04.11.2020

विषय/Sub: **Inviting Quotations for procurement of Annual Report for Central Store, at AIIMS Raipur**

QUOTATION NOTICE

Sealed quotations are invited from intending registered Stockist / Distributors having GST Number and relevant documents for 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 09.11.2020. The quotations will be opened on the same day at 3:30pm. Details of item:

Sr. No.	Name & Description of Items	Qty (Approx.)	UNIT Rate in Rs.	G S T	Unit rate With GST in Rs.	Grand Total In Rs.
1.	Printing of Annual Report 2019-2020 (English Version)	100 Nos.				
2.	Printing of Annual Report 2019-2020 (Hindi Version)	100 Nos.				

Note:

- Number of pages: - 200-250 Approx.
- Cover Design & Page Making has to be done by the supplier with contents provided
- Vendor will format & design the content in two column format.

Specification for Sr. No. 01 & 02

1. Cover Pages <ul style="list-style-type: none">• 300 GSM Art paper, Graphic Designing• Single Side Multicolor Printing• Lamination & creasing• Size: 45.5 cm x 28 cm• Glue Binding	2. Inside Pages: <ul style="list-style-type: none">• 130 Gsm Art Paper, Glossy Finish• Both Side Multicolor Printing• Size: 22.25 cm x 28 cm• Graphic Designing• Glue Binding
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Terms & Conditions..

1. **GST rates applicable** on your quoted item may please be confirmed.
2. Delivery Schedule: -
 - a) Firm has to supply the sample for approval within 05 days from the date of issue of P.O.
 - b) Concerned department must approve the sample physically within 03 days from the submission of sample.
 - c) Firm has to supply the material within 07 Days from the date of approval of sample physically.
3. No additional documents related to this NIQ will be entertained after opening of NIQ.
4. Price should be F.O.R. for Destination basis (i.e. Public Relation Department)
5. LD@0.5% of delayed supply per week or part week for delay of supply of material subject to maximum upto 10% of delayed supply should be deducted.
6. Quotation No/Name and Due date of opening must be written on the front side of envelop.
7. **Brand & Make & warranty should be clearly mentioned in offers as well as tender/Quotation specific authorization may be submit with the offer/bid.**
8. **The GST registration details may please be furnished.**

9. 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”**
10. RTGS details required for payment purpose & 100% payment against receipt and acceptance of material.
11. No part supply or part payment will be entertained & Validity of offer should not be less than 90 days.
12. Supply, Installation and Commissioning will be done by firm (if applicable).
13. The quantity shown in above column are totally tentative, it can be increase and decrease at the time of placement of purchase order.
14. AIIMS Raipur reserved the rights to place order for full or part quantity to one or more firm.
15. The Product Should be of Superior Quality & Highly Standard.
16. Due to Covid 19 Soft Copy of Quotation Notice is acceptable on the company letter head with seal & signature on or before 03:00 Pm, Dated 09.11.2020 at storesofficer.cp@aiimsraipur.edu.in

Store Officer
AIIMS Raipur

Vendor Details

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