



AIIMS/R/CS/Stationary/2019/087

Date: 04.05.2019

विषय/Sub: Inviting Quotations for procurement of Stationary 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 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 08.05.2019. The quotations will be opened on the same day at 3:30pm. Details of item are given as under: -

Sr. No.	Name & Description of Items	Requirement (Approx.)	Make/Model	HS N Code	UNIT Rate in Rs.	GS T @	Unit rate With GST in Rs.	Grand Total In Rs.
1.	<b>All Pin T Shape</b> <b>Pin Length:</b> - 25-30mm <b>Type of Pin:</b> - T-Shape <b>Weight of Pins box:</b> - 50 gms (Appx.)	400 Box	Kargo/ Similar-					
2.	<b>Adhesive Note</b> <b>GSM of paper :-</b> 70 GSM <b>Size of Flag (L X W):-</b> 75mm X 75 mm <b>100 Nos. of Sheets of single color in a pack</b> <b>Glued Portion of Flag (Lengthwise):-</b> 12mm	200 Pkts	Camlin/ Mangoose / Similar-					
3.	<b>Ball Point Pen (Blue/ Black/ Red)</b> <b>Ink Color :-</b> Blue/Black/Red <b>Line Width :-</b> 0.3mm, <b>TC Ball Tip :-</b> 0.5mm <b>Type of Ink :-</b> Water based (Acid Free)	15000 Nos.	Rorito- Fyro/ Similar-					
4.	<b>Gel Pen Blue</b> <b>Ink Color:</b> - Blue, <b>Line Width:</b> - 0.5mm <b>TC Ball Tip:</b> - 0.5mm, <b>Type of Pen:-</b> Gel Type <b>Type of Ink:</b> - Water based (Acid Free)	1800 Nos.	Rorito- Fasty/ Similar-					
5.	<b>Permanent Marker (CD)</b> <b>Size Of Tip:</b> - 0.3mm <b>Type Of Marker:</b> - Oil Based Paint <b>Marker Colour:</b> - Blue, Black & Red	4000 Nos.	Camlin/ Similar-					
6.	<b>Rubber Band</b> Highly Elastic (Upto 7 times original size) & Unbreakable with made of 100% natural rubber and biodegradable Band (Medium Size ) Pack of 500 Gram	150 pkts	Superior Quality-					
7.	<b>Scale Steel</b> 30cm/12" stainless steel Double sided Metal Ruler with Both metric and inch system. Ruler Size 32.8*2.6cm(Approx.)	400 Nos.	SK/ Similar-					
8.	<b>Stapler Pin 10 no.</b> <b>Size Designation:</b> - 10 No <b>Material of the Pin:</b> - STEEL <b>Number of strips in a box:</b> - 20 Nos <b>Number of Pins in a strip:</b> - 100 Nos	3000 Nos.	Kores/ Kangaroo /Similar-					

9.	<b>Stamp Pad</b>  <b>Pad Material:-</b> Cotton, <b>Ink Color:-</b> Blue/Violet <b>Width of Pad: -</b> 50-70mm, <b>Length of Pad: -</b> 80-100mm <b>Thickness of Pad: -</b> 8-9mm, <b>Material Of Box: -</b> Metal/Plastic	500 Nos.	Kores/ Camel/ Camlin/ Similar- _____					
10.	<b>Tag File</b>  <b>No. of eyelet (Nos) :-</b> 2 <b>Color of file cover: -</b> Assorted <b>Material: -</b> Coloured Grey Board <b>Location of eyelet: -</b> Left top corner <b>Minimum Width of folder: -</b> 240mm <b>Minimum Length of folder: -</b> 350mm <b>File suitable for paper size: -</b> Foolscap <b>Min. GSM of folder cover Sheet: -</b> 310 Gsm <b>Min. Width of flap at bottom cover:-</b> 35mm <b>Min. Width of buckram cloth at the spine:-</b> 50mm <b>Embossing: -</b> Front Cover Printed with AIIMS, Raipur logo & address in Hindi & English language. <b>Note: -</b> All above will be as per sample	8000 Nos.	Index/ Stapro/ Swastik/ Similar- _____					
11.	<b>Writing Pad A5 size 10 pages</b>  <b>Size: -</b> A5, <b>Pages: -</b> 55-60 gsm <b>Nos. of pages: -</b> 05 Pages (10 Nos.) <b>Embossing: -</b> AIIMS logo Printed in front cover(Blue) Glossy Front cover of 90-100Gsm with Black Spiral Binding	3000 Nos.	Superior Quality- _____					

#### नियम एवं शर्तें (Terms & Conditions)

1. Rate should be mentioned in words & figures both.
2. **GST rates applicable** on your quoted item may please be confirmed.
3. Delivery Schedule: - within 15 days from the date of issue of P.O.
4. No additional documents related to this NIQ will be entertained after opening of NIQ.
5. Price should be F.O.R. for Destination basis (i.e. Central Store Department)
6. 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.
7. Quotation No/Name and Due date of opening must be written on the front side of envelop.
8. **Brand & Make & warranty should be clearly mentioned in offers as well as tender/Quotation specific authorization may be submit with the offer/bid.**
9. **The GST registration details may please be furnished.**
10. 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”**
11. RTGS details required for payment purpose.
12. 100% payment against receipt and acceptance of material.
13. No part supply or part payment will be entertained.
14. Validity of offer should not be less than 90 days.
15. Supply, Installation and Commissioning will be done by firm (if applicable).
16. The quantity shown in above column are totally tentative, it can be increase and decrease at the time of placement of purchase order.
17. AIIMS Raipur reserved the rights to place order for full or part quantity to one or more firm.

**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>	