



AIIMS/R/CS/Stationary/2019/093

Date: 22.07.2019

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 26.07.2019. 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	H S N Code	UNIT Rate in Rs.	G S T @	Unit rate With GST in Rs.	Grand Total In Rs.
1.	<u>Index File</u> Rings Gap: - 80mm, Ring height: - 50mm Ring wire Diameter: - 05mm, Suitable Paper size to file: - A4/Foolscap, Material: - Card board (Thickness 2.5mm) Color of Lever arch file: - Multicolour/Plain, Material Width & Length: - 280mm & 350mm Approx., 01 Number SS clip with 02 Numbers SS Rings with SS lever & SS stopper. Printing: - Front Cover Printed with AIIMS, Raipur logo & address in Hindi & English language.	1000 Nos.	Superior Quality					
2.	<u>Note Sheet</u> GSM: - 80 , Opacity: - 90% Number of Sheets per Pad: - 100 Nos. Dimension of Paper (W X L):- 210mm X 335mm Color: - Light Green, Size of Paper: - Note sheet/legal Margin Line from left side on both sides of paper: - 4cm NOTE: - AIIMS Raipur Logo & Name will be printed in both side on the top part of Note sheet Paper in English & Hindi Both	900 Ream /Pad	Superior Quality					
3.	<u>White & green Board</u> Size of Board: - 4' x 3' Purpose of writing board: - Writing Colour of board: - white/Green(Back) Surface suitable for writing with:- Dry marker ink for white board only	100 Nos.	All-Time/Similar					

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.

भंडार अधिकारी
अखिल भारतीय आयुर्विज्ञान
संस्थान, रायपुर (छ.ग)

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.	