



AIIMS/R/CS/Stationary/2020/126

Date:- 30.04.2020

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 06.05.2020. The quotations will be opened on the same day at 3:30pm. Details of item:

Name & Description of Items	Requirement (Approx.)	Make/Model	UNIT Rate in Rs.	GS T @	Unit rate With GST	Grand Total In Rs.
Envelope Colour of Envelopes: - White/Green Grammage of Paper (GSM): - 70 or more Size of Envelope: - 10" x 4.5" (Excluding Flap) Note: -Without Pre Glued, with Window Covered with transparent polythene, Pocket Type Envelope. Printing: - Front Cover Printed with AIIMS, Raipur logo & address in Hindi & English language.	25000 Nos.	Superior Quality				

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 & 100% payment against receipt and acceptance of material.
12. No part supply or part payment will be entertained & Validity of offer should not be less than 90 days.
13. Supply, Installation and Commissioning will be done by firm (if applicable).
14. The quantity shown above, are totally tentative, it can be increase/decrease at the time of placement of P.O.
15. AIIMS Raipur reserved the rights to place order for full or part quantity to one or more firm.
16. Due to Covid 19, Soft Copy of Quotation Notice is acceptable on the Company letterhead with seal & signature on or before 03:00 pm, Dated 06.05.2020 at storesofficer.cp@aiimsraipur.edu.in
17. The Product Should be of Superior Quality & Highly Standard.

**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.	