

Invitation of Quotation
For
Consumable & Non-Consumable
At

All India Institute of Medical Sciences, Rishikesh

Issue Date : 17 July 2018,
Inquiry No. : F.No.32/543/2018(RIS)
Last Date of Submission : 23 July, 2018 at 05:00 PM.



All India Institute of Medical Sciences, Rishikesh

Virbhadrā Road, Rishikesh, Uttarakhand-249203.

Telephone: 0135-2462913 , Website : www.aiimsrishikesh.edu.in

[Mail Id :- ao@aiimsrishikesh.edu.in](mailto:ao@aiimsrishikesh.edu.in)

Invitation of Quotation for Dept. of Surgical Oncology (Head & Neck)

Sealed Quotations are hereby invited by the undersigned on behalf of the Director, AIIMS Rishikesh for supply of Items for the Institute as per terms & conditions mentioned below. The filled quotations along with all the required document must reach in the office of the undersigned on or before 23.07.2018, 05.00 PM. The Envelope containing the quotation would please be sealed and super scribed as under:-

“ QUOTATION For Department of Surgical Oncology (Head & Neck)

FILE NO. 32/543/2018(RIS) DUE ON 23.07.2018, 05.00 PM”

1. Terms & Conditions:

- A) The quotations received after this deadline & unsealed shall not be entertained under any circumstances whatsoever. In case of postal delay this Institute will not be responsible.
- B) Quotations must be in the enclosed prescribed Performa on the letter head of the firm duly signed by the Proprietor/ Partner/ Director or their authorized representative, In case of signing of quotation by the authorized representative letter of authorization must be attached with the quotation.
- C) Rates must be quoted as per the format specified Taxes extra if any must be written separately. The limit of file is under 2.5 Lakh.
- D) No overwriting or cutting is permitted in the rate. If found, the quotation shall be summarily rejected.
- E) The rates quoted must be valid for 60 days minimum from the date of opening of the quotation and silence of any tendered on this issue shall be treated as agreed with this condition.
- F) Becoming L1 will not be the criteria for awarding of purchase order unless the rates are reasonable & justified.
L1 will be decided on individual item basis.
- G) RTGS/NEFT details need to be furnished by the supplier with the quotation on the letter head of supplier/firm/agency.
- H) The firm/agency may satisfy the following conditions and attach self-attested copy of the same with the quotation:
- Firm shall be registered with the Government of Uttarakhand/Central Govt.
 - **The firm shall have valid GST and IT PAN.**
 - **The firm should not be black listed by any Govt. Agency/Dept.**
- I) Quotations qualified by such vague and indefinite expressions such as “subject to prior confirmation”, “subject to immediate acceptance” etc. will be treated as vague offers and rejected accordingly. Any conditional quotation shall be rejected summarily.

- J) The supplier may be asked to submit a sample of the product(s), which will be evaluated by a technical evaluation committee. The expenditure incurred for demonstrating the items will be borne by the supplier.
- K) **Delivery Period** – 15 days from issuing purchase order.
- L) **Liquidated Damage:** - If the supplier fails to deliver the material on or before the stipulated date, then a penalty at the rate of 0.5 % per week of the total order value shall be levied subject to maximum of 10% of the total order value.
- M) **Payment Terms:** Payment will be made only after satisfactorily delivery, commissioning and inspection of material by the AIIMS Rishikesh.
- N) **Disputes:** -In the event of any dispute or disagreement arising between the Supplier and any other department of AIIMS Rishikesh with regards to the interpretation of “Terms & Conditions” of this inquiry, the same shall be referred to the Director, AIIMS Rishikesh whose decision will be final and binding upon the Supplier.
- O) AIIMS, Rishikesh reserves the right to increase or decrease quantity and / or amount of work. Decision of Quantity of material in the AIIMS, Rishikesh will be final in this regard.
- P) AIIMS, Rishikesh reserves the right to reject any quotation or part or the whole of inviting quotation process without assigning any reason. Decision of the AIIMS, Rishikesh will be final in this regard.

Administrative Officer

Encl.: Annexure 1 (Format of Price Bid)

[On the letterhead of firm]

ANNEXURE - I
PRICE BIDFORM

To,
Administrative Officer, AIIMS,
Rishikesh.

Dear Sir,

1. I/We Submitted the quotation for Enquiry No. "QUOTATION FOR Surgical Oncology (Head & Neck) AGAINST THE INQUIRY NO. FILE NO. 32/543/2018(RIS)" DUE ON 23.07.2018, 05.00 PM for Supply of following items at AIIMS Rishikesh".
2. I/We thoroughly examined, understood and accepted terms & conditions given in the enquiry document, failing which my quotation will be rejected out rightly.
3. I/We hereby offer to supply at the following rates.

S. No	Items	Make	Qty.	GST	Unit Price	Total Price
1.	Bleksley forceps straight (Normal +fine)		2+2			
2.	Bleksley forceps upwards (Normal +fine)		2+2			
3.	Ball probs		02			
4.	Antral suction (curved)		01			
5.	Thru cut forceps straight (normal +fine)		2+2			
6.	Thru cut forceps upwards (normal +fine)		02			
7.	Sphenoid punch (mushroom forceps)		01			
8.	Ball point black electrode		01			
9.	Black insulate suction cannula 839310N		01			
10.	Cautery cord and adapter with screw 60-58-23-001-1		01			
11.	Peter wormold bipolar		01			
12.	Suction cannula sizes 1-2		2+2+2+ 2			
13.	Curved suction cannula left 204810 (for frontal sinus)		02			
14.	Curved suction cannula right 204810 (for frontal sinus)		02			
15.	Nasal packing forcep (Tilles)		02			
16.	Sphenoid punch upward (kerrison punch no 1,2,3)		2+2+2			
17.	Sphenoid punch upward (kerrison punch no 2,3)		2+2			
18.	Light cable		02			
19.	Suction tubes		04			

20.	Black pin point cautery tip		02			
21.	Insulated suction cannula 44mm 2223		02			
22.	Suction with elevator		02			
23.	Back biting forceps with suet 459010		02			
24.	J curette forceps		02			
25.	Giraffe forceps		02			
26.	Periosteum elevator cottles		02			
27.	Brushes & stillest		04			
28.	Sickle knife 628001		04			
29.	ST Scissor with suet		02			
30.	Left scissor with suet		02			
31.	Right scissor with suet		02			
32.	Tongue depressor		01			
33.	Mouth gag		01			
34.	Right angle cautery point		01			
35.	Microdebrider		01			
36.	Endoscopes (0degree+30 degree+70 degree)		1+1+1			

Date _____

Place _____

Signature of Authorized Person) :- _____

(Name) _____

Name of Firm/Company/Agency _____

Phone No. _____

Email: _____