



Government of India

**ALL INDIA INSTITUTE OF MEDICAL SCIENCES**

Virbhadra Marg, Rishikesh- 249201

Tel. No. 2452940, Fax 2452940

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**No. 18/05/2014 (RIS)/Admn.**

**Dated: - 27<sup>th</sup> Aug, 2014**

To,

As per list attached

**Subject: Quotation for Annual Rate Contract for making Rubber Stamps, Name Plates, Vinyl Board, Brass Letter Plates, Glow shine Board and sign Board etc. with AMC of two years after warranty of one year.**

Sir,

I am directed to say that the All India Institute of Medical Sciences, Rishikesh intends to make an ARC for making Rubber Stamps, Name Plates, Vinyl Board, Brass Letter Plates, Glow shine Board and sign board etc. with AMC of two years after warranty of one year in AIIMS, Rishikesh. A copy of the Terms & Conditions of contract is at **Annexure-I**.

You are requested to submit your quotation (**as per Annexure-II**) to the AIIMS, Rishikesh in Tender Office latest by 17.09.2014 at 3.00P.M. The tenders would be opened on the same date i.e. 17.09.2014 at 4.00 P.M. in Tender Office, AIIMS, Rishikesh.

(Rakesh Kumar),  
Sr. Admn. Officer.

**Copy to:** Forwarded to website committee with the request to put this letter in the Institute website immediately.

**All India Institute of Medical Sciences,**  
**Rishikesh**

**Form for the ARC for one year from the date of contract with two years AMC**

1. Name of the Firm :
2. Address of the Firm :
3. Telephone/mobile Number :
4. PAN number issued by Income Tax :
5. State/Central Sales Tax Number :
6. Date from which attending to such work in Government/Department/ Officers  
(Photocopy of the same may be enclosed) :
7. The attached terms and conditions of ARC for one year are acceptable to me/us

Signature  
With seal/ Rubber Stamp.

Date

Place

ALL INDIA INSTITUTE OF MEDICAL SCIENCES, RISHIKESH

**TERMS & CONDITIONS FOR Annual Rate Contract for one year from the date of contract for making Rubber Stamps, Name Plates, Vinyl Board, Brass Letter Plates and Sign Board etc. with AMC of two years after warranty of one year**

1. The firm shall be required to furnish Security Deposit amounting to Rs. 25,000/- (Rs. Twenty Five Thousand only) in the form of BG/FD/TD/CD in favour of AIIMS, Rishikesh along with the quotations. The amount of the Security Deposit will be released to unsuccessful firms after the finalization of the ARC with AMC. The Security Deposit of the successful tenderer will be refunded after the completion of contract.
2. The quotations should be given on firm's letter head giving address, telephone number, E- mail address, etc.
3. The work is to be carried out in the premises of the AIIMS, Rishikesh at Tender Office. No extra charges will be payable on this account.
4. It will be the responsibility of the Contractor to depute a good skilled person to the AIIMS, Rishikesh, for doing day to day work. If the person from your firm does not come to attend the job, the work will be got done by the Institute from other sources and the cost will be paid by concerned firm.
5. The firm should be registered with the State Government, Administration of UTs etc. and also have sufficient experience in the field in which they are applying for.
6. The firms should also indicate PAN number issued by the Income Tax Department, State/Central Sales Tax Number (legible Photocopy to be enclosed).The firm should submit copies of Work Contract Certificate, for three year working experience in Government Offices.
7. The replaced parts must be returned to the Institute.
8. The contractor's service will include one visit every day by a qualified mechanic for inspecting and removal of minor defects during working hours.
9. No advance payment will be made. The approved Contractor shall submit his bill (in triplicate) on completion of repairs.
10. The firm should be provided one year maintenance warranty for aforesaid work and AMC of two years after warranty of one year.

11. The contract can be terminated by this Institute at any time without assigning any reason, if the work of the Contractor is found unsatisfactory. In this connection, the decision of the Institute shall be final and binding on the Contractor. No payment will be made for the remaining period of service contract from the date of the termination of the contract.
12. This Institute has the right to forfeit the Security Deposit in full or in part in the event of failure on the part of Contractor to fulfil the terms and conditions of the contract.
13. The Institute has the right to terminate the tender/agreement in whole/in part at any time without assigning and reason therefore. Any decision in this regard taken by the Director AIIMS, Rishikesh be final.
14. If it is desired that Sales Tax on parts is to be borne by the Government. Then it should be specifically mentioned in the Tender. Otherwise, it will be presumed that the price quoted for parts is inclusive of sales tax.
15. The sealed quotations giving rates should reach to the undersigned in Tender Office, AIIMS, Rishikesh up to 3.00 P.M. of 17.09.2014. The Tenders would be opened on the same date i.e., 17.09.2014 at 4.00 P.M. in Tender Office, AIIMS, Rishikesh.

**THE TERMS AND CONDITIONS MENTIONED ABOVE ARE AGREED TO**

Signature with date -----

Full Name -----

Telephone Number -----

E-mail -----

**Annexure-II**

1. Name of Contractor :-
2. Address:-
3. Demand Draft No. dated and Bank Branch Name:-

<b>Sl. No.</b>	<b>Job Descriptions</b>	<b>Estimated Qty.</b>	<b>Rate (in Rs.)</b>
01.	(i) Rubber Stamp ordinary H/E upto 01 to 03 line	Per pcs.	
	(ii) Rubber Stamp ordinary H/E Additional line	Per pcs.	
02.	(i) Rubber Stamp Computerized H/E upto 01 to 03 line	Per pcs.	
	(ii) Rubber Stamp Computerize H/E Additional line	Per pcs.	
03.	(i) Rubber Stamp ordinary Self inking upto five line	Per pcs.	
	(ii) Rubber Stamp Bilingual Self inking upto Seven line	Per pcs.	
04.	<b>Pre-ink Computerized &amp; self inking stamp</b>		
	(i) English	Per pcs.	
	(ii) Hindi		
	(iii) Bilingual		
	(iv) Round stamp		
	(v) Pen type stamp		
05.	Round Stamp ordinary		
06.	Dater with stamp ordinary (Revolving)		
<b>Rate per sq inch/feet in words and in figures inclusive of AMC charges of two years after warranty of one year (including fitting charges) is as under:</b>			
07.	Name plate Plastic engraved style	Per sq. inch.	
08.	Brass plate engraved style	Per sq. inch.	
09.	Brass letter Hindi/ English	Per sq. inch.	
10.	6 mm Acrylic sheet	Per sq. inch.	
11.	Vinyl with Sun Board, Computerized Plastic Plate 4mm thickness	Per sq. inch	
12.	Vinyl with Sun Board, computerized single type 4mm thickness	Per sq. inch	
13.	Vinyl Computerized Golden/silver (special type)	Per sq. inch	

14.	Vinyl with Sun Board, computerized single type 6mm thickness	Per sq. inch	
15.	Laminated I Card on dragon sheet both side gloss lamination, size 3"x2" completed with plastic holder alongwith waterproof and printed Ribbon.	Per Pcs.	
16.	SITC of in light glow sign board fabricated out of 22 SWG pre coated tin sheet box type flex PVC mesh of 20 ounce sheet (LG/3M/STAR MAKE) on the front duly pasted CNC cut 80 micron thick sign graphic vinyl (LG/3M/AVERY MAKE) for required graphics/inscription/logo as Officer incharge requirement including lamination on front side of frame fabricated out of 25mmx 25 mm, 20 gauge thick MS spare pipe sanction with proper welding and duly painted. The board should have init lighting arrangement with suitable nos. (Minimum 6 nos.) 36 watt flourcent tube alongwith all accessories such as electronic ballast (M/s Phillips/Bajaj/Osram/Crompton/Twinkle Make) connector and having writing with 2x1.5 sq. mm + x 1.5 sq. mm PVC insulated copper conductor cable. (Note (a). Top sheet should be folded with 45 degree rain drip arrangement (b). The board design graphics/inscription/logo should be got approved from Officer incharge before fabrication/installation (c). The board shall be as per the approved drawing available with the officer incharge. Wit installation.	Per Sq. Feet	
17.	Flex board with frame of 1x1+cubical pipe gauge 10+thickness using star/LG/3M flex.	Per Sq./Inch Feet	
18.	Flex Banner without frame using Star/LG/3M flex	per Sq. Inch/Feet	

Signature of bidder & full name