

अखिल भारतीय आयुर्विज्ञान संस्थान, भुवनेश्वर

All India Institute of Medical Sciences, Bhubaneswar

Invitation of Quotation

For

Refilling of Cartridge (6 items)

Issue Date : 12th August, 2022

Inquiry No. : AIIMSBBSR/S&P/LPC/24/2022-23

Last Date of Submission : 18th August, 2022 at 03:00 PM.



अखिल भारतीय आयुर्विज्ञान संस्थान, भुवनेश्वर

All India Institute of Medical Sciences, Bhubaneswar

स्वास्थ्य एवं परिवार कल्याण मंत्रालय, भारत सरकार के तत्वावधान में एक सांविधिक निकाय
(A statutory body under aegis of Ministry of Health and Family Welfare, Govt of India)

सिजुआ, डाक-: डुमुडुमा, भुवनेश्वर – 751019

Sijua, Post: Dumuduma, Bhubaneswar – 751019

Invitation of Quotation

Best Competitive rates are invited through Sealed Quotations for Refilling of Cartridge (6 items).

The filled quotations in **sealed envelope** along with all required document as per the terms and conditions mentioned below must reach at **Helpdesk, Dept. of Store & Procurement, Room No.-130, 1st Floor, Academic Block, AIIMS-Bhubaneswar** on or before **18-08-2022, 15.00 hrs.**

Terms & Conditions:

1. Only Sealed Quotation will be considered. The Quotation Submitted by Email shall not be considered and no correspondence will be entertained in this matter. 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.
2. 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.
3. Rates must be quoted FOR basis (including Freight charges, Insurance, installation etc.) in INR as per the format specified. **DSIR certificate is not applicable in this inquiry.**
4. No overwriting or cutting is permitted in the rate. If found, the quotation shall be summarily rejected.
5. 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.
6. **Bidder must quote for all the product from (Sl no 1 to 6) otherwise the bid will be treated as unresponsive and will not be considered for further process.**
7. After due evaluation of the bids, Institute will award the contract to the responsive Bidder who has quoted the **Overall Lowest Price for all the above-mentioned items as per the specification L1 Shall be determined by calculating the overall price of all the items collectively including GST. L1 bidder should not be arrived/calculated based on the cost of individual Items.**
8. Becoming L1 will not be the criteria for awarding of purchase order unless the rates are reasonable & justified.
9. RTGS/NEFT details need to be furnished by the supplier with the quotation on the letter head of supplier/firm/agency.
10. The firm/agency may satisfy the following conditions and attach self-attested copy of the same with the quotation:
 - a. The firm shall have valid GST No. and GeM seller ID.
 - b. **The firm should not be black listed by any Govt. Agency/Dept.**
11. Any conditional quotation shall be rejected summarily.
12. The maximum order value (staggered manner) as and when required shall be upto 2.5 Lakhs.
13. Last date of submission of Quotation: **On or before 1500 Hrs. of 18-08-2022.**
14. **Delivery Period** – All goods /services shall be delivered on same day or 24 hours within intimation. During the contract period the vendor should visit AIIMS, Bhubaneswar premises as & when required to ensure refilling of all types of Laser Jet black printer cartridge. If any replacement of spare is done then the defective spares should be return to AIIMS, Bhubaneswar.
15. **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.
16. **Payment:** - Supplier should provide challan on every refilling and should provide a single bill for the work done. An 100% payment shall be made after successful delivery of goods in acceptable conditions, subject to availability of fund.
17. **Expiry, Warranty/Guarantee**, if any, should be mentioned clearly by the bidders.
18. **Disputes:** -In the event of any dispute or disagreement arising between the contractors and any other department of AIIMS Bhubaneswar with regards to the interpretation of “Terms & Conditions” of this inquiry, the same shall be referred to the Director, AIIMS Bhubaneswar whose decision will be final and binding upon the contractor.

Sd-

Sr. Procurement-cum Store Officer
Phone: 0674-2476035/669/044

QUOTATION FORMAT

(To be printed in Firms Letter Head)

Inquiry Ref.: AIIMSBBBSR/S&P/LPC/24/2022-23 dtd. 12/08/2022

- | | | |
|-----------------------------------|---|--|
| 1. Name of the Firm | : | |
| 2. Quotation Reference No. & date | : | |
| 3. GSTIN No. | : | |
| 4. Mobile Phone No. | : | |
| 5. Email | : | |
| 6. GeM Seller ID | : | |

S.No	Name of the item	Required Quantity	Rate per. unit	GST %	Rate per unit including GST	Total amount including GST in Rs.
1	Toner Refilling of (HP, SAMSUNG, CANON)	1				
2	Toner Drum	1				
3	Toner Magnet	1				
4	Toner Wiper Blade	1				
5	Toner Doctor Blade	1				
6	Toner PCR	1				
Total basic cost in Rs.						
Total GST in Rs.						
Total cost including GST in Rs.						

I/We agree to supply the requisite material in good/acceptable condition at AIIMS, Bhubaneswar as per the terms and conditions.

Signature & Seal Place and date		Name and Post of Authorised Signatory:	
Address		Tel. No./Mobile No.- Email ID :	

-End-