



अखिल भारतीय आयुर्विज्ञान संस्थान पटना
ALL INDIA INSTITUTE OF MEDICAL SCIENCES PATNA

No. AIIMS/Pat/Admn/Path/LP/Slide Cabinet/2014

Date: - 15.01.2015

Invitation of quotation for Slide Cabinet having 9000 slides capacity

Sealed Quotations are hereby invited by the undersigned on behalf of the Director, AIIMS Patna for supply of Slide Cabinets having 9,000 slides capacity for Department of Pathology as per terms & conditions mentioned below. The filled quotations along with all the required documents must reach in the office of the undersigned on or before 31.01.2015 12.00 hrs. The Envelope containing the quotation would please be sealed and super scribed as under:-

“Quotation for Slide Cabinet having 9000 slides capacity against

Inquiry No. AIIMS/Pat/Admn/Path/LP/Slide Cabinet/2014/137” due on 31.01.2015 12.00 HRS”

Terms & Conditions:

1. **Terms & Conditions:**

- a) Envelope should be super-scribed “QUOTATION FOR THE DISPOSABLE CAP AGAINST THE INQUIRY NO. AIIMS/Pat/Admn/Path/LP/Slide Cabinet/2014/137” DUE ON 31.01.2015 12.00 HRS. . **Quotations need to be submitted by speed post/registered post or may be dropped in the tender box placed in Administrative Office, Medical College building after obtaining the acknowledgement for the same in the office of Administrative Officer, AIIMS Patna.**

The quotations received after this deadline shall not be entertained under any circumstances whatsoever. In case of postal delay this Institute will not be responsible.

- b) **Unsealed quotation will be rejected.**
- c) Quotations must be in the enclosed prescribed Performa and forwarding letter 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.
- d) Rates must be quoted as per the format specified taxes extra if any must be written separately. The rates must be quoted in figures as well as in words.
- e) In general no overwriting or cutting is permitted in the rate. If found, the quotation shall be summarily rejected. However, except rate all cuttings and over writings must be signed by the authorized person of the firm.
- f) 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.
- g) Ceiling amount of this quotation will be 1 Lac.

- h) Becoming L1 will not be the criteria for awarding of purchase order unless the rates are reasonable & justified.
L1 will be decided for the overall value of quotation and not item wise
- i) RTGS/NEFT details need to be furnished by the supplier with the quotation on the letter head of supplier/firm/agency.
- j) 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 Bihar/ Central Government.
 - The firm shall have valid VAT/ Sales Tax No. and IT PAN.
 - **Certificate of non-inclusion in the black list as per given format attached in annexure "2" need to be provided on Rs. 100/- stamp paper duly notarized.**
 - Market standing of minimum 3 Years.
- k) 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.
- l) The supplier may be asked to submit a sample of the product, which will be evaluated by a technical evaluation committee. Price bids of only those firms will be opened which qualifies technically as per the recommendation of the committee.
The expenditure incurred for demonstrating the items will be borne by the supplier.
- m) **Delivery Period** – 15 days from award of work.
- n) **Liquidated Damage:** -In the event of the Seller's failure supply the stores/goods are conduct trails, installation of equipment, training, etc. as specified in this inquiry, the Buyer may at his discretion, withhold any payment until the completion of the contract. The Buyer may also deduct from the Seller as agreed, liquidated damages to the sum of 0.5% of the contract price of the delayed/undelivered, stores/services mentioned above for every week of delay or part their of a week, subject to the maximum value of the Liquidated Damages being not higher that 10% of the value of delayed stores.
- o) **Guarantee/Warranty Terms:** The equipment's/Instruments/Materials supplied by result of this Quotation/supply order shall be of the best quality and workmanship and new in all respects and shall be strictly in accordance with the specifications and particulars contained /mentioned against each item in this document/ supply order. The seller guarantees that the said good equipment's / Instruments would continue to confirm to the description and quality a foresaid for a period of 12 months from the date of delivery/installation of the said equipment's/Instruments/materials to the buyer.
- p) **Payment Terms:** 100% after delivery and submission of following documents by vendors to Finance Accounts Section -
- a) Contingent Bill in triplicate along with supporting vouchers.
 - b) Store Receipt Certificate issued by stores.
 - c) Installation/Inspection Report issued by the concerned department if applicable.
- q) **Disputes:** - In the event of any dispute or disagreement arising between the contractors and any other department of AIIMS Patna with regards to the interpretation of "Terms

& Conditions” of this inquiry, the same shall be referred to the Director, AIIMS Patna whose decision will be final and binding upon the contractor.

- r) AIIMS, Patna reserves the right to increase or decrease amount of work. Decision of Quantity of Equipment and Instruments in the AIIMS, Patna will be final in this regard.

13. AIIMS, Patna reserves the right to reject any quotation or part or the whole of inviting quotation process without assigning any reason. Decision of the AIIMS, PATNA will be final in this regard.

Faculty-in-charge Procurement

Encl: Annexure 1 (Format of Price Bid)
Annexure 2 (Format of Affidavit)

PRICE BID FORM

To,
The Faculty-in-charge Procurement,
AIIMS Patna.

Dear Sir,

1. I/We submitted the quotation for Enquiry No. AIIMS/Pat/Admn/Path/LP/Slide Cabinet/2014/137 dated 31.01.2015 for "Supply of Slide Cabinets having 9,000 slides capacity for Department of Pathology" at AIIMS Patna.
2. I/We thoroughly examined and understood terms & conditions of contract given in the enquiry document.
3. I/We hereby offer to supply at the following rates. I/ We undertake that I/ We are not entitled to claim any enhancement of rates on any account during the validity of rate.

| Sl. No. | Product with Description | Qty | Price per unit | Taxes (Incl all @ %.) | Price per Unit (incl. of all taxes) | Total Amount | Total Amount (In Words) |
|--------------|--|-----|----------------|-----------------------------|-------------------------------------|--------------|-------------------------|
| (a) | (b) | (c) | (e) | (f) | (g = e + f) | (f=c x g) | (h) |
| 1 | 9,000 slides capacity Cabinet <u>Specifications:</u> Slides Cabinet made up of CR sheet having drawers. Provision of slots to hold the slides in drawer. Each drawer have card holder at outer side. Height of Cabinet must be equal to or less than 5 fit. All materials should be Powder coated after anti rust treatment. | 01 | | | | | |
| Total | | | | | | | |

(Signature of Authorised Person)

(Name)

(Designation)

Name of Firm/Company/Agency

Contact Details

DECLARATION

Date.....

To,
The Faculty-in-charge Procurement,
AIIMS Patna

Ref.: Inquiry No.

Dear Sir,

I / We hereby confirm that our firm has not been banned or blacklisted by any government organization/Financial institution/Court /Public sector Unit /Central Government and no police/Vigilance enquiry/criminal case is pending against us.

Signature of Authorized Person.....

Name.....

Designation.....

Seal

Place:

Date: