

Invitation of quotation
for
Utensils for Nursing Department
At
All India Institute of Medical Sciences, Jodhpur

Inquiry No.: : Admn/Gen/20-05/2016-AIIMS.JDH

Inquiry Issue Date : 25th July, 2016

Last Date of Submission : 01st August, 2016 at 05:00 PM.



All India Institute of Medical Sciences, Jodhpur

Basni Phase - II, Jodhpur – 342005, Rajasthan

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**Invitation of quotation for Utensils for Nursing Department at
AIIMS Jodhpur**

Sealed Quotations are hereby invited by the undersigned on behalf of the Director, AIIMS Jodhpur for Utensils for Nursing Department 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 01.08.2016 05.00 PM. The Envelope containing the quotation would please be sealed and super scribed as under:-

**“QUOTATION FOR UTENSILS FOR NURSING DEPARTMENT
AGAINST INQUIRY NO. ADMN/GEN/20-05/2016-AIIMS.JDH” DUE ON
01.08.2016 05.00 PM”**

1. General 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 in **Indian rupees** and as per the format specified taxes extra if any must be written separately.
- D) Rates must be quoted FOR basis (including Freight charges, Insurance, installation etc.)
- E) No overwriting or cutting is permitted in the rate. If found, the quotation shall be summarily rejected.
- 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) Becoming L1 will not be the criteria for awarding of purchase order unless the rates are reasonable & justified.
- H) RTGS/NEFT details need to be furnished by the supplier with the quotation on the letter head of supplier/firm/agency.
- I) 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 Rajasthan / Central Government.
 - The firm shall have valid VAT/ Sales Tax No. and IT PAN.
 - **The firm should not be black listed by any Govt. Agency/Dept.**
- J) 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

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rejected accordingly. Any conditional quotation shall be rejected summarily.

- K) **Delivery Period** – within 30 days from 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 only after satisfactorily delivery / commissioning of material and after inspection by the AIIMS Jodhpur.
- N) **Disputes:** -In the event of any dispute or disagreement arising between the contractors and any other department of AIIMS Jodhpur with regards to the interpretation of “Terms & Conditions” of this inquiry, the same shall be referred to the Director, AIIMS Jodhpur whose decision will be final and binding upon the contractor.
- O) **Quantity:** - The quantity of item given in the Quotation is tentative, which may be increased or decreased as per the Institute’s requirement
- P) AIIMS, Jodhpur reserves the right to increase or decrease quantity and / or amount of work. Decision of Quantity of material in the AIIMS, Jodhpur will be final in this regard.
- Q) AIIMS, Jodhpur reserves the right to reject any quotation or part or the whole of inviting quotation process without assigning any reason. Decision of the AIIMS, Jodhpur will be final in this regard.

2. Special Terms & Conditions:

- A) Bidder must quote the product as per specification provided in Annexure 1.
- B) 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.

Administrative Officer

Encl.: Annexure 1 (Specification)
Annexure 2 (Format of price bid)

Annexure 1**Specification for Utensils**

| S. No | Utensils | Quantity |
|-------|---|----------|
| 1 | Stainless steel kitchen utensil rack: Dimensions: <ul style="list-style-type: none"> • Minimum weight: 6 Kgs • Length X Width X Height: 61 X 28 X 61 cms Specifications: <ul style="list-style-type: none"> • Can be placed on Kitchen platform or wall mounted. • 4 tiered racks • Hooks and holders present on sides for glasses and spoons • Big and small plates section | 1 |
| 2 | Non Stick Pressure cooker (2 litres, Induction/Flame base, Make-Prestige/Hawkins/Pigeon) | 1 |
| 3 | Non Stick Kadai with glass Lid (1 liters, Induction/Flame base, Make-Prestige/Pigeon) | 1 |
| 4 | Non-stick Tawa (diameter: 250 mm, Induction/ Flame base, Make-Prestige/Pigeon/Hawkins) | 1 |
| 5 | Stainless steel Saucepan with lid (1.5 liters, Induction/Flame base, minimum weight: 800 gms) | 1 |
| 6 | Stainless steel Laddle with PVC handle (30 cms, minimum weight: 110 gms) | 1 |
| 7 | Non-stick Nylon Ladle (standard size, minimum weight 90 gms) | 2 |
| 8 | Stainless steel set of Spoons and Fork 25 Pcs i.e.: <ul style="list-style-type: none"> • Dinner Spoon: 06 (wt per pc: 20 gms) • Dinner Fork: 06 (wt per pc: 20 gms) • Baby Spoon: 06 (wt per pc: 8 gms) • Tea Spoon: 06 (wt per pc: 10 gms) • Stand | 01 set |
| 9 | Clear Water Glasses 250 ml (set of 6, Make-Cello/Luminarc, Minimum weight of each set 1.5 Kg) | 02 set |
| 10 | Kitchen Knife set including: <ul style="list-style-type: none"> • Utility knife-1 • Paring knife-1 • Vegetable Knife-1 • Vegetable peeler-1 • Wooden Stand (Make-Prestige/ Renberg) | 01 set |
| 11 | Plastic Measuring Scoops set (1.5 ml, 2.5 ml, 5 ml, 7.5 ml, 15ml) | 01 set |
| 12 | Wooden Chopping board (Size: 31 X 20 cms, minimum weight 500 gms) | 1 |
| 13 | Kitchen Plastic Measuring Cup 250 ml (transparent with graduated markings) | 1 |
| 14 | Stainless steel Tea stainer (Diameter: 8 cms, minimum weight: 80 gms) | 2 |
| 15 | Tea cup & saucers set (6 Cups, 6 Saucers, Make-la opala, material Opal Ware) | 02 set |
| 16 | Tea Costers (set of 6) | 02 sets |
| 17 | Wooden Belan & Chakla set (Minimum weight: 1.5 kgs) | 01 set |

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| | | |
|----|---|---------|
| | Dimensions: Belan: size 12 inches Chakla: Diameter 9 Inches, Height 2.5 cms | |
| 18 | Stainless steel Serving tray big (Minimum weight: 400 gms) | 1 |
| 19 | Stainless steel Serving tray medium (Minimum weight: 300 gms) | 1 |
| 20 | Thermosteel flask (2 litres, Make-Cello/Milton) | 1 |
| 21 | Aluminum foil 9 mts | 2 |
| 22 | Transparent Storage containers 500 ml (Set of 6, Make-Tupperware) | 01 set |
| 23 | Transparent Pet Water bottles 1 liter (Set of 6, Make-Tupperware) | 01 set |
| 24 | 31 pieces Dinner set (Melamine) containing <ul style="list-style-type: none">• Full plate: 6 pieces• Quarter plate: 6 pieces• Veg bowl: 12 pieces• Serving bowls: 2 pieces• Lids for serving bowls: 2 pieces• Serving platter: 1 piece• Serving spoon: 2 pieces (Make-Nyasa/ Servewell) (Dishwasher safe, Stain resistant) (Minimum weight of set: 4 kgs) | 01 set |
| 25 | Microwave Cookware Set of 2 containers with lids (700 ml each, Food Grade Polypropylene material, Make-Nyasa/ Tupperware) | 01 set |
| 26 | A set of Quilted microwave Cooking Gloves 8 * 12 inches | 01 set |
| 27 | Kitchen Cotton Napkins XL (Pack of 6) | 01 pack |
| 28 | Scotch Bright scrubber pad regular | 1 |
| 29 | Sponge utensil scrubber | 1 |
| 30 | Vim liquid 500ml | 1 |

[On the letterhead of firm]

ANNEXURE "2"
PRICE BIDFORM

To,

Administrative Officer,
AIIMS, Jodhpur.

Dear Sir,

1. I/We Submitted the quotation for Enquiry No. **"QUOTATION FOR UTENSILS FOR NURSING DEPARTMENT AT AIIMS AGAINST THE INQUIRY NO. Admn/Gen/20-05/2016-AIIMS.JDH" DUE ON 01.08.2016 05.00 PM** for Utensils for Nursing Department at AIIMS Jodhpur".

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 | Utensils | Quantity | Price/Unit Exclusive of TAX (INR) | TAX % | Price/Unit inclusive of TAX (INR) | Total Amount Inclusive of TAX (INR) |
|-------|---|----------|-----------------------------------|-------|-----------------------------------|-------------------------------------|
| 1 | Stainless steel kitchen utensil rack: | 1 | | | | |
| 2 | Non Stick Pressure cooker | 1 | | | | |
| 3 | Non Stick Kadai with glass Lid | 1 | | | | |
| 4 | Non-stick Tawa | 1 | | | | |
| 5 | Stainless steel Saucepan with lid | 1 | | | | |
| 6 | Stainless steel Laddle with PVC handle | 1 | | | | |
| 7 | Non-stick Nylon Ladle | 2 | | | | |
| 8 | Stainless steel set of Spoons and Fork 25 Pcs | 01 set | | | | |
| 9 | Clear Water Glasses 250 ml | 02 set | | | | |
| 10 | Kitchen Knife set including: | 01 set | | | | |
| 11 | Plastic Measuring Scoops set | 01 set | | | | |
| 12 | Wooden Chopping board | 1 | | | | |
| 13 | Kitchen Plastic Measuring Cup 250 ml | 1 | | | | |
| 14 | Stainless steel Tea stainer | 2 | | | | |
| 15 | Tea cup & saucers set | 02 | | | | |

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| | | | | | | |
|----|--|----------------|--|--|--|--|
| | | set | | | | |
| 16 | Tea Costers (set of 6) | 02 set s | | | | |
| 17 | Wooden Belan & Chakla set | 01 set | | | | |
| 18 | Stainless steel Serving tray big | 1 | | | | |
| 19 | Stainless steel Serving tray medium | 1 | | | | |
| 20 | Thermosteel flask | 1 | | | | |
| 21 | Aluminum foil 9 mts | 2 | | | | |
| 22 | Transparent Storage containers 500 ml | 01 set | | | | |
| 23 | Transparent Pet Water bottles 1 liter | 01 set | | | | |
| 24 | 31 pieces Dinner set (Melamine) containing | 01 set | | | | |
| 25 | Microwave Cookware Set of 2 containers with lids | 01 set | | | | |
| 26 | A set of Quilted microwave Cooking Gloves 8 * 12 inches | 01 set | | | | |
| 27 | Kitchen Cotton Napkins XL (Pack of 6) | 01 pac k | | | | |
| 28 | Scotch Bright scrubber pad regular | 1 | | | | |
| 29 | Sponge utensil scrubber | 1 | | | | |
| 30 | Vim liquid 500ml | 1 | | | | |

Date _____**Place** _____**(Signature of Authorized Person)** _____**(Name)** _____**Name of Firm/Company/Agency** _____**Phone No.** _____**Email:** _____