

Invitation of quotation for

“Caffeine citrate Oral Solution 20 mg/ml”

at

All India Institute of Medical Sciences, Jodhpur

Inquiry No. : Admin/Gen./Medicine/05(I)/2025-AIIMS.JDH

Inquiry Issue Date : 27th May,2025

Last Date of Submission : 30th May2025 at 03:00 PM.



All India Institute of Medical Sciences, Jodhpur

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**Invitation of quotation for “Caffeine citrate Oral Solution 20 mg/ml” at AIIMS
Jodhpur**

Sealed Quotations are hereby invited by the undersigned on behalf of the Director, AIIMS Jodhpur for the above said items for the Institute as per terms & conditions mentioned below. The filled quotations along with all the required document must be submitted as per scheduled date and time. The Envelope containing the quotation would please be sealed and super scribed as under: -

**“QUOTATION FOR “Caffeine citrate Oral Solution 20 mg/ml” AGAINST INQUIRY
NO. Admin/Gen./Medicine/05(I)/2025- AIIMS.JDH DUE ON 30.05.2025 03.00 PM”**

1. Terms & Conditions:

- A) The quotations received unsealed and after the deadline shall not be entertained under any circumstances whatsoever. In case of postal delay this Institute will not be responsible. **The offer Submitted through Fax/Email shall not be considered and no correspondence will be entertained in this matter.**
- B) Quotations must be in the enclosed prescribed Proforma (Annexure – 2) 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. Quotation must be dropped in **“Quotation Box”** located in Administration Block of AIIMS, Jodhpur.
- C) Rates must be quoted in **Indian rupees (INR)** 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 180 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) Bidder must quote products for only one company and should mention the specific company name, if bidder will quote for more than one company, the bid will be treated as unresponsive and will not be considered for further process.
- H) Becoming L1 will not be the criteria for awarding of purchase order unless the rates are reasonable & justified.
- 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 Central/ State Government.
 - The firm shall have valid GST/Other taxes and IT PAN.
 - **The firm and Product should not be black listed by any Govt. Agency/Dept.**

- 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) **Delivery Period** – within 14 days from Purchase order.
- M) **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.
- N) **Payment Terms:** Payment will be only after satisfactorily delivery / commissioning of material and after inspection by the AIIMS Jodhpur.
- O) **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.
- 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 the inviting quotation process without assigning any reason. The decision of the AIIMS, Jodhpur will be final in this regard.
- R) **Replacement of near expiry/ slow moving/ non-moving items:** - It will be responsibility of supplier to get status of slow/ non-moving inventory for replacement purposes from stores on quarterly basis or at a higher frequency. If the company fails to replace such slow moving/ non-moving stocks in time, the Institute will retain the right to identify such stocks any time during the contract period and return the same to the company. If the supplier fails to replace the expired stock, the Institute will take necessary action.

2. **Special Terms & Conditions:**

- A) **Bidder must quote the product as per specification provided in Annexure 1.**
- B) **The Bidder must submit the GSTIN Registration and PAN Card self-attested copy with the quotation.**
- C) **Catalog may be asked for technical evaluation, if required.**
- D) **The supplier may be asked to submit the sample/arranging demonstration of their items, for which rates have been quoted, to AIIMS Jodhpur, if required. The expenditure incurred for the sample/arranging demonstration will be borne by the supplier.**
- E) **The Bidder may be asked to submit the Reference/Benchmark Purchase Order copies issued by another organization/Institute. The Bidder has to submit the same within Scheduled date & time, whenever asked. In the event of non-submission of same, the Quotation will be summarily rejected.**

**Medical Superintendent
AIIMS Jodhpur**

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

Annexure 1

S .No.	Item Name	Spec.	Qty.	Make
1	<u>Caffeine citrate Oral Solution 20 mg/ml</u>	1ml	200	

Note: -

- **The Bidder must quote single Make.**
- The bidder must quote their quotation only in the prescribed format (Annexure-II) on the letter head of firm otherwise quotation will be **REJECTED**.
- Catalog may be asked for technical evaluation, if required.
- Bidder must quote the product as per specification provided in Annexure 1.
- The supplier may be asked to submit the sample/arranging demonstration of their item for which rates have been quoted, to AIIMS Jodhpur, if required. The expenditure incurred for the sample/arranging demonstration will be borne by the supplier.
- **All the items should have clearly visible stamping by the Manufacturer/Supplier as “Supply for AIIMS Jodhpur”.**

ANNEXURE “2”
PRICE BIDFORM

To,
The Medical Superintendent,
AIIMS, Jodhpur.

Sir,

I/We.....submit the quotation for Enquiry No.

“QUOTATION FOR “Caffeine citrate Oral Solution 20 mg/ml” at AIIMS Jodhpur
AGAINST THE INQUIRY NO. Admin/Gen./Medicine/05(I)/2025-AIIMS.JDH” DUE
ON 30.05.2025 03.00 PM for Supply at AIIMS Jodhpur.

1. I/We have thoroughly examined, understood and accepted terms & conditions given in the enquiry document, failing which my quotation will be rejected out rightly.
2. I/We hereby offer to supply at the following rates.

S. No	Particular	Spec.	Qty.	Quot ed Make	Price/Unit Excl. of GST (INR)	GST/ Other Taxes	Price/ Unit Incl. of GST (INR)	Total Cost Incl. of GST (INR)	MRP
1	<u>Caffeine citrate Oral Solution 20 mg/ml</u>	1ml	200						

Date _____

Place _____

Name of Firm/Company/Agency _____

GSTIN No.: _____

Bank Name:- _____

Bank Account No.: _____

IFSC Code:- _____

Branch Name: _____

Phone No. _____

Email: _____

(Signature of Authorized Person) _____

(Name) _____

Seal: _____

Note : -

1. Only those bidders who have an adequate quantity (as mentioned above) of material in stock should quote.
2. All the items should have clearly visible stamping by the Manufacturer /Supplier as “Supply for AIIMS Jodhpur”.