

Invitation of quotation
For
Consumable Material for Orthosis
At
All India Institute of Medical Sciences, Jodhpur

Inquiry No.: : Admn/Gen/08-04(ii)/2018-AIIMS.JDH

Inquiry Issue Date : 04th January, 2019

Last Date of Submission : 08th January, 2019 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 Supply of Consumable Material for
Orthosis at AIIMS Jodhpur**

Sealed Quotations are hereby invited by the undersigned on behalf of the Director, AIIMS Jodhpur for Supply of Consumable Material for Orthosis for the Institute as per terms & conditions mentioned below. The filled quotations along with the entire required document must reach in the office of the undersigned on or before 08.01.2019 05.00 PM. The Envelope containing the quotation would please be sealed and super scribed as under:-

**“QUOTATION FOR SUPPLY OF CONSUMABLE MATERIAL FOR
ORTHOSIS AGAINST INQUIRY NO. ADMN/GEN/08-04(II)/2018-
AIIMS.JDH” DUE ON 08.01.2019 05.00 PM”**

1. 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. **The offer Submitted Fax/Email shall not be considered and no correspondence will be entertained in this matter.**
- 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. Quotation must be dropped in “**Quotation Box**” located in Administration Block of AIIMS, Jodhpur.
- 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 (Mandatory) with the quotation:
 - Firm shall be registered with the Government of Rajasthan / Central Government.
 - The firm shall have valid GSTIN 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

INQUIRY NO. Admn/Gen/08-04(ii)/2018-AIIMS.JDH

confirmation”, “subject to immediate acceptance” etc. will be treated as vague offers and rejected accordingly. Any conditional quotation shall be rejected summarily.

- K) **Delivery Period** –within30 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) 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.
- P) 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 the sample of quoted make for technical evaluation, to the AIIMS Jodhpur, if required. The expenditure incurred for demonstrating the items will be borne by the supplier.**
- C) **Inspection committee will check the products thoroughly, if somehow inspection committee found any discrepancy and is not satisfied with the final product (final product should be same as reviewed ones at the institution) then AIIMS, Jodhpur has the right to reject the supply and cancel the order, and no claim for payment in this regard will be entertained**

Administrative Officer

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

Annexure 1
Specification

List of Consumable Material for Prosthetic and Orthotic Workshop:

S. No.	Raw material &tools	specification	Quantity
1.	LTTP sheet	2mm (1mx2m)	10sheets
2.	LTTP sheet	3mm (1830X1220)	20 sheets
3.	LTTP sheet	6mm (1.25x2.5)	2 sheets
4.	Velcro straps 1"	Hook non-adhesive (25 m)	5 roles
5.	Velcro straps 1"	Loop non-adhesive (25m)	5 roles
6.	Velcro straps 1"	Hook adhesive (8m)	5 roles
7.	Velcro straps 1"	Loop adhesive (8m)	5 roles
8.	Velcro straps 2"	Hook non-adhesive (8m)	5 roles
9.	Velcro straps 2"	Loop non-adhesive (8m)	5 roles
10.	Velcro straps 2"	Hook adhesive (8m)	5 roles
11.	Velcro straps 2"	Loop adhesive (8m)	5 roles
12.	Press button	Metallic P&O purpose (6mm Dia.)	1000 piece/ 1kg
13.	Press button	As sample (Male+ female)	1000 piece
14.	Eva sheet	150x100 X 1 mm in variable color	20 pcs
15.	Eva sheet	150 x 100 X2 mm in variable color	20 pcs
16.	Aluminum Strip	19mm(W), 1.5 mm (Thickness)	10m
17.	Aluminum Strip	10mm(W), 1mm (Thickness)	10m
18.	Rubber Adhesive	1 Kg packets/ Dendrite PC-65 or Fevicol-505	2Kg
19.	Elastic Cord	2mm	10 meters
20.	Elastic Cord	3mm	10 meters
21.	Fevikwik (instant adhesive)	15gm	10 Piece
22.	Araldite (standard epoxy adhesive)	Resin + Hardener 36 gm pack	10 Piece
23.	Sand Cone Paper	For Smooth grinding (15mmX2meter)	2 pcs
24.	Hack Saw Blade	Standard Size 12"	5 pcs
25.	Hack Saw Blade	6" length	5pcs
26.	Glue Gun Stick	Standard Size	20 pcs
27.	Drill Bit	3mm (HSS)	10 pcs
28.	Drill Bit	4mm (HSS)	10 pcs.
29.	Drill Bit set	1mm - 6mm (HSS)	1 set
30.	Aluminum rivets	Shaft-3mmX 30mm (Flat Head)	1kg
31.	Aluminum rivets	Shaft- 4mmX30mm (Flat Head)	1kg
32.	Washer	3mm Flat	500gm
33.	Washer	4mm Flat	500gm
34.	Electric Plaster cutter bit	Standard Size	5 pcs
35.	Jig Saw Blade	Taper Teeth (HSS)	10 pcs
36.	Permanent Marker	Red/Black color	20 pcs
37.	Copping Pencil	5 Red, 5 blue, 5 black, 5 yellow	20 pcs
38.	Pencil	Extra Dark	10 pcs
39.	Cling Film	PVC film	20 rolls
40.	Rexine	As sample	10 meters

[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 SUPPLY CONSUMABLE MATERIAL FOR ORTHOSIS AT AIIMS AGAINST THE INQUIRYNO. Admn/Gen/08-04(ii)/2018-AIIMS.JDH" DUE ON 08.01.2019 05.00 PM** for Consumable Material for Orthosis 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	Particular	Qty	Quoted Make	Price/ Unit Exclusive of TAX (INR)	GST/ VAT/ CST/ST/ Other taxes	Price/ Unit Inclusive of TAX (INR)	Total Amount Inclusive of TAX (INR)	MRP
1.	LTPP sheet-2mm (1mx2m)	02 Nos						
2.	LTPP sheet-3mm (1830X1220)	02 Nos						
3.	LTPP sheet-6mm (1.25x2.5)	02 Nos						
4.	Velcro straps 1"- Hook non-adhesive (25 m)	06 Nos						
5.	Velcro straps 1" Hook non-adhesive (25 m)	02 Nos						
6.	Velcro straps 1" Loop non-adhesive (25m)	06 Nos						
7.	Velcro straps 1" Hook adhesive (8m)	02 Nos						
8.	Velcro straps 1" Loop adhesive (8m)	02 Nos						
9.	Velcro straps 2" Hook non-adhesive (8m)	02 Nos						
10.	Velcro straps 2" Loop non-adhesive (8m)	02 Nos						
11.	Velcro straps 2" Hook adhesive (8m)	02 Nos						
12.	Velcro straps 2" Loop adhesive (8m)	02 Nos						
13.	Press button Metallic P&O purpose (6mm Dia.)	02 Nos						
14.	Press button	02 Nos						

INQUIRY NO. Admn/Gen/08-04(ii)/2018-AIIMS.JDH

	As sample (Male+ female)							
15.	Eva sheet 150x100 X 1 mm in variable color	02 Nos						
16.	Eva sheet 150 x 100 X2 mm in variable color	02 Set						
17.	Aluminum Strip 19mm(W), 1.5 mm (Thickness)	02 Nos						
18.	Aluminum Strip 10mm(W), 1mm (Thickness)	02 Nos						
19.	Rubber Adhesive 1 Kg packets/ Dendrite PC- 65 or Fevicol-505	02 Nos						
20.	Elastic Cord 2mm	02 Nos						
21.	Fevikwik (instant adhesive)	02 Nos						
22.	Araldite (standard epoxy adhesive)	02 Nos						
23.	Sand Cone Paper	02 Nos						
24.	Hack Saw Blade Standard Size 12"	20 Nos						
25.	Hack Saw Blade 6" length	20 Nos						
26.	Glue Gun Stick	02 Nos						
27.	Drill Bit 3mm (HSS)	02 Nos						
28.	Drill Bit 4mm (HSS)	02 Nos						
29.	Drill Bit set 1mm - 6mm (HSS)	02 Nos						
30.	Aluminum rivets Shaft-3mmX 30mm (Flat Head)	02 Nos						
31.	Aluminum rivets Shaft- 4mmX30mm (Flat Head)	02 Nos						
32.	Washer 3mm Flat	02 Nos						
33.	Washer 4mm Flat	02 Nos						
34.	Electric Plaster cutter bit	03 Nos						
35.	Jig Saw Blade	04 Nos						
36.	Permanent Marker	02 Nos						
37.	Copping Pencil	04 Nos						
38.	Pencil	04 Nos						

INQUIRY NO. Admn/Gen/08-04(ii)/2018-AIIMS.JDH

39.	Cling Film	04 Nos						
40.	Rexine	04 Nos						

Note:

- 1. The supplier may be asked to submit the sample of quoted make for technical evaluation, to the AIIMS Jodhpur, if required. The expenditure incurred for demonstrating the items will be borne by the supplier.**

Date _____

Place _____

(Signature of Authorized Person) _____

(Name) _____

Name of Firm/Company/Agency _____

Phone No. _____

Email: _____