

Invitation of quotation
for
Instruments for Department of Dermatology.
At
All India Institute of Medical Sciences, Jodhpur

Inquiry No.: : Admin/Gen/13-01/2022-AIIMS.JDH

Inquiry Issue Date : 11th October, 2022

Last Date of Submission : 17th October, 2022 at 03:00 PM.



All India Institute of Medical Sciences, Jodhpur

Basni Phase - II, Jodhpur – 342005, Rajasthan

Telefax: 0291- 2740741, email: procurement@aiimsjodhpur.edu.in

www.aiimsjodhpur.edu.in

**Invitation of quotation for Instruments for Department of
Dermatology at AIIMS Jodhpur**

Sealed Quotations are hereby invited by the undersigned on behalf of the Director, AIIMS Jodhpur for Instruments for Department of Dermatology for the Institute 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 17.10.2022 03.00 PM. The Envelope containing the quotation would please be sealed and super scribed as under:-

**“QUOTATION FOR PURCHASE OF INSTRUMENTS FOR DEPARTMENT OF
DERMATOLOGY AGAINST INQUIRY NO. ADMN/GEN/13-01/2022-
AIIMS.JDH” DUE ON 17.10.2022 03.00 PM”**

Terms & Conditions:

A) The quotations received the unsealed and after the deadline 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 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 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 GST/Other taxes and IT PAN.

The firm should not be black listed by any Govt. Agency/Dept

A) 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.

INQUIRY NO. Admin/Gen/13-01/2022-AIIMS.JDH

- B) **Delivery Period** – within 30 days from Purchase order.
- C) **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.
- D) **Payment Terms:** Payment will be only after satisfactorily delivery / commissioning of material and after inspection by the AIIMS Jodhpur.
- E) **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.
- F) 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.
- G) 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.

1. Special Terms & Conditions:

- A) **Bidder must quote the product as per specification provided in Annexure 1.**
- B) **Catalog must be attached with quotation for technical evaluation.**
- C) **The Bidder may be asked to submit the sample of quoted make for technical evaluation at Central Store, IPD Ground Floor, AIIMS Jodhpur at the time of submission of their quotation. Failure to submit the sample at the time of submission of their quotation/offer will be summarily rejected.**

Deputy Director (Admin)

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

Annexure 1**Specification of Instruments for Department of Dermatology.**

S.No	Item Name	Specification	Size	Qty
1.	Small Curved Scissor	Stainless Steel , Autoclavable, Rust free and Shine	4.5 cm	04
2.	Small Straight Scissor		4.5 cm	04
3.	Small Artery Straight Forceps		5 cm	04
4.	Small Artery Curved Forceps		5 cm	04
5.	Non-tooth Forceps		5 cm	04
6.	Needle holder		5 cm	04
7.	Cusco's Speculum		Small	01
8.	Cusco's Speculum		Medium	01
9.	Cusco's Speculum		Large	01
10.	Nail Spatula		Standard	02
11.	Nail Cutting Forceps/ Nail Nibbler		Standard	01
12.	Iris Forceps		Standard	02
13.	Iris Scissors		Standard	02

Note:-

- The bidder must quote single Make.**
- The bidder must quote their quotation only in the prescribed format on the letter head of firm otherwise quotation will be **REJECTED**.
- Catalog must be attached with quotation for technical evaluation.
- The Bidder may be asked to submit the sample of quoted make for technical evaluation at Central Store, IPD Ground Floor, AIIMS Jodhpur at the time of submission of their quotation. Failure to submit the sample at the time of submission of their quotation/offer will be summarily rejected.**

INQUIRY NO. Admin/Gen/13-01/2022-AIIMS.JDH

ANNEXURE “2”

PRICE BIDFORM

To,

The Deputy Director (Admin)
AIIMS Jodhpur.

Dear Sir,

1. I/We submit the quotation for Enquiry No. **“QUOTATION FOR INSTRUMENTS FOR DEPARTMENT OF DERMATOLOGY AT AIIMS AGAINST THE INQUIRY NO. Admin/Gen/13-01/2022-AIIMS.JDH” DUE ON 17.10.2022 03.00 PM** for Instruments for Department of Dermatology at AIIMS Jodhpur”.

2. I/We have 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 GST (INR)	GST/ Other Taxes	Price/ Unit Inclusive of GST (INR)	Total Cost Inclusive of GST (INR)	MRP
1.	Small Curved Scissor Size: 4.5 cm Specification: As per Annexure 1	04						
2.	Small Straight Scissor Size: 4.5 cm Specification: As per Annexure 1	04						
3.	Small Artery Straight Forceps Size: 5 cm Specification: As per Annexure 1	04						
4.	Small Artery Curved Forceps Size: 5 cm Specification: As per Annexure 1	04						
5.	Non-tooth Forceps Size: 5 cm Specification: As per Annexure 1	04						
6.	Needle holder Size: 5 cm Specification: As per Annexure 1	04						
7.	Cusco's Speculum Size: Small Specification: As per Annexure 1	01						
8.	Cusco's Speculum Size: Medium Specification: As per Annexure 1	01						
9.	Cusco's Speculum Size: Large Specification: As per Annexure 1	01						
10.	Nail Spatula Size: Standard Specification: As per Annexure 1	02						
11.	Nail Cutting Forceps/ Nail Nibbler Size: Standard Specification: As per Annexure 1	01						
12.	Iris Forceps Size: Standard Specification: As per Annexure 1	02						
13.	Iris Scissors Size: Standard Specification: As per Annexure 1	02						

INQUIRY NO. Admin/Gen/13-01/2022-AIIMS.JDH

Date _____

Place _____

(Name) _____

Name of Firm/Company/Agency _____

GSTIN No.: _____

Bank Name:- _____

Bank Account No.: _____

IFSC Code:- _____

Branch Name: _____

Phone No. _____

Email: _____

(Signature of Authorized Person) _____

Seal: _____