



No.: AIIMS/R/CS/MRD/17/52/LPC/

Dated: 21.02.2017

**QUOTATION NOTICE**

Quotation inviting for Purchase of IPD patient file for Central Medical Records Section at AIIMS, Raipur.

Sealed quotations are invited from intending registered Stockiest/ Distributors having TIN/ relevant documents for Supply/Purchase of IPD patient file for Central Medical Records Section at AIIMS, Raipur. The vendor should submit the quotation with other relevant documents to office of Stores Officer, AIIMS, Raipur, up to **03:00 pm** date: **27.02.2017**. The quotation will be opened on the same day at **03:30 pm**. in the office of Stores Officer at 2<sup>nd</sup> Floor, Medical College Building, Gate No. 05, Tatibandh, GE Road, AIIMS, Raipur (C.G.). Detailed specifications of items are as under:

| Sr. No. | Item of Description                 | Specification   | Qty. Req. (no.) | Unit Price( ₹) |
|---------|-------------------------------------|---|-----------------|----------------|
| 1       | IPD patient file<br>(As per sample) | <ul style="list-style-type: none"><li>• Front cover: Height 35cm, Length 23cm, Back cover: Height 35cm, Length 28.5cm</li><li>• Cloth pasted in center of the file (width 6cm folding).</li><li>• Inside plastic clip at center.</li><li>• 580 GSM single colour printing front, back and inside.</li><li>• Printing &amp; Lamination as per specification</li><li>• Colour: Camel brown.</li><li>• Single punch at top of the corner with metal ribit.</li></ul> | 6000 nos.       |                |

**Terms & Condition:**

1. Rate should be mentioned in word and figures both.
2. Taxes, if any (Should be clearly mention)
3. Delivery Schedule – within 15 days, i.e. up to .....
4. Price should be F.O.R. destination basis (Central Medical Records Section, AIIMS, Raipur).
5. LD @ 0.5% of delayed supply per week or part of week for delay of supply of material subject to maximum up to 10% of delayed should be deducted.
6. Quotation No. /Name and Due date of opening must be mentioned on top of envelop.
7. VAT Reg. (i.e. Form 11) must be attached with the quotation.
8. 100% payment against receipt and acceptance of material.
9. Brand and make should be clearly mentioned in offer.
10. AIIMS Raipur reserves the right to place order for full of part quantity to one or more firm.
11. Validity of offer should not be less than 90 days.
12. The quantity shown in above column are totally tentative, it can be increase and decrease at the time of placement of order.
13. Sample may be seen at office of Stores Officer, 2nd Floor, Medical College Building, Gate No. 05, AIIMS-Raipur, (C.G.).

**(Sushil Sonber)**  
**Stores Officer**  
**AIIMS, Raipur (C.G.)**