

**AIIMS COHORT STUDY
ALL INDIA INSTITUTE OF MEDICAL SCIENCES
ANSARI NAGAR, NEW DELHI-110029**

References: Short Rate Enquiry No. 152/Neuro/KP/16-17/N-1481&BT-1481A

Subject: Short Rate Enquiry for Printing and Designing of study material.

A Short rate enquiry is hereby floated/invited for Printing and Designing of material for AIIMS Cohort Study with following terms and conditions.

| S.No. | Specifications |
|--------------|--|
| 1. | Back to back printing on A4 size sheet with hard cover binding |
| 2. | Quantity: <ul style="list-style-type: none">• 10000 Pamphlets (3-fold on 75 GSM glossy paper)• 3000 questionnaires (approx 70-100 pages) with hard cover binding) [Two Color Printing on 80 GSM Paper]• 5000 Letterheads [Two Color Printing on 100 GSM Bond paper]• 10000 Small envelopes (size: 3.25 x 5.75 inches) |
| 3. | Prices quoted should be inclusive of price for designing and printing of the material |
| 4. | Applicable taxes and other charges (if any) should be mentioned separately. |

The Quotations should be addressed to Prof. Kameshwar Prasad, Principal Investigator, AIIMS Cohort Study, AIIMS Cohort Study Centre near Academic Section-II, AIIMS, New Delhi-110029 and reach on or before **10.12.2016– 5:00p.m** by post/courier. No quote shall be accepted by hand/in person.

Last Date of submitting of quotation : 10.12.2016– 5:00p.m

Date of Opening of quotation : 12.12.2016

TERMS AND CONDITIONS:

- 1) The total/ combined prices of all the items will be considered as the final price quote for price comparison purposes.
- 2) The quantity can be increased or decreased as per requirement.
- 3) The firm must be registered and having TIN no./Registration no. Please mentioned TIN/ registration no. on the bid or else the quotation will be treated as cancelled.

- 4) The make/model of the article offered should invariably be quoted. Quotation should be typed/ written in ink. No overwriting or erased entries should be there in the quotation. The rate should be valid at least one Month from the date of opening of quotations.
- 5) VAT/ Sales tax or any other kind of tax(s) must be mentioned separately as applicable on the item. In case no sales tax is chargeable, prices must be quoted as NET price.
- 6) The undersigned has reserves the right to call the firm for physical demonstration of item to verify the quality of the offered item. The firm must have to demonstrate the product within 2 days of requisition, failing which the bid will be rejected.
- 7) The firm should be competent to supply the item at the mentioned place/ location within ten days after issuing the Supply Order
- 8) The payment will be made electronically viz RTGS/NEFT after delivery of the item as per rules of the AIIMS Research Section in the name of the firm only. The following information should be also mentioned in the invoice:
 - a) Name of the beneficiary:
 - b) Type of Account :
 - c) Account No. of the beneficiary:
 - d) IFSC code of the bank/ branch:
- 9) At any time, any part or whole of the rate enquiry which generally does not fulfill the conditions stipulated in the rate enquiry can be cancelled/ rejected without specifying any reason.
- 10) The Principal Investigator reserves all the rights in this regard.