



ALL INDIA INSTITUTE OF MEDICAL SCIENCES
Saket Nagar, Bhopal (M.P.) –462020
Website : www.aiimsbhopal.edu.in

No.: Stores/2016-17/LPC/.....

Dated:15/12/2016

Subject: **Quotation for Supply of Plastic File Folder/Report File Folder**

Dear Sir,

Sealed quotation are invited for supply of Plastic File/Report File Folder as shown in enclosed bid form so as to reach the **Stores Officer, Central Store, First Floor Medical College Building AIIMS Bhopal by 14:00 Hrs of: 23/12/2016**

Terms & Conditions:-

1. The quotation is to be submitted only in the format enclosed. Not acceptable in any other form.
2. The quotation must be submitted in sealed envelope to the **office of the Store officer (Central Stores Medical College) AIIMS Bhopal.**
3. Each page of the quotation must be printed on letter head of the Participants duly numbered.
4. Failure to comply with any of these conditions will lead to rejection of the quotation and Responsibility for the same will lie with the participants submitting the quotations.
5. **F.O.R.:** Rate quoted shall be fixed and on FOR destination Basis.
6. **Tax:**
 - Quotation must contain **VAT/TIN/PAN Number otherwise the quotation will not be considered.**
 - Rate of applicable Tax should be shown separately.
7. **Delivery Period:** Supply is required immediately from ready stock but Maximum Within a period of 15 Days
8. **Payment:** Payment will be made within reasonable time from the date of acceptance of supply.
9. **Penalty:** If the supply is not received within the Scheduled delivery period, a Penalty@ 0.5% per week or part there of subject to a maximum of 5% shall be imposed which will be deducted from the Invoice.
10. **Right of rejection:** The Competent authority reserves all rights to reject any or all quotation without assigning any reason.

FINANCIAL BID ON LETTER HEAD

Quotation Ref No:
Name of Bidder :
Address of Bidder:
Contact No:
E Mail ID:

Date:...../...../2016

Sr.No	Item Name	Specifications	Req Qty.	Brand	Product No	Pack Size	Unit cost in Rs .	Total cost in Rs .
1	2	3	4	5			6	7
1	Plastic File Folder/Report File A4 Size	PP Translucent File Folder/Report File , Plastic A4 Format Report Files With Slide Fastener, Size: A4, Material: PP, Color: Transparent , PP thickness:0.06-1mm and optional with inside Pocket.	2000 Units					
Sub Total (A)								
VAT/CST Extra @ in Rs.								
Total (Inclusive of all Taxes) in Rs.								

**** Please enclose the brochure of the above required item as per the Company.**

**Seal with Signature
Place:
Date:**