B.B. DIKSHIT LIBRARY ALL INDIA INSTITTUTE OF MEDICAL SCIENCES

Ansari Nagar, New Delhi-110029

No. LV-14/2014-15/ (Lib) February 25, 2015

Subject: Short Rate Enquiry	
Dear M/s	

A short rate enquiry is hereby floated/invited for the following items required by B.B. Dikshit Library, AIIMS, New Delhi.

Product Specifications are as follows:

A. Portable External Hard Disk of 1 TB (Well Known Brand)

- Qty - 02

Terms & Conditions

- The quotations should be addressed to "Chief Librarian, B.B. Dikshit Library, AIIMS, New Delhi-110029" and sent by post/courier on or before <u>09.03.2015 upto 04:30PM</u> & quotations should be sealed in an envelope and the reference no. and item name clearly written on top of the envelop (i.e. quotation for the item......).
- 2. Copy of TIN certificate must be enclosed.
- 3. Following under taking on letter head must be attached with technical bid:
- 3a. That the firm has not been blacklisted in the past by any hospital/organization
- 3b. That the firm has no vigilance case/CBI/FEMA case pending against him/Supplier/(Principal).
- 3. The make and model of the article offered should invariably be quoted. Quotation should be typed / written ink. No overwriting or erased entries should be in the quotation. The rates should be valid for at least THREE MONTHS.
- 4. VAT/Service Tax/Sales tax or any other kind of tax(s) must be separately mentioned against each item. In case no sales tax is chargeable, prices must be quoted as NET Price.
- 7. The total of net price of the all items will be considered as final bid value.
- 9. The firm must supply the item at the mentioned place/location within 15 days after receiving the supply order.
- 10. The payment will be made electronically viz RTGS/NEFT after delivery and satisfactory installation of the item. The following information should be also mentioned in the invoice:
 - a) Name of the beneficiary:
 - b) Name of the bank of beneficiary:
 - c) Account No. of the beneficiary:
 - d) IFCS code of the bank/branch:
- 11. The Chief Librarian, B.B. Dikshit Library reserves the right to cancel/reject full or any part of the rate enquiry which generally do not fulfil the conditions stipulated in the

- rate enquiry.
- 12. The submitted quotations will be opened on 10.03.2015 at 3:30 PM in B.B. Dikshit Library, AIIMS, New Delhi. All the participants are requested to be present in the meeting.
- 13. Bid price must be submitted as in the following price schedule proforma:

Price Schedule

Α	В	С	D	E	F	G	Н
S. No.	Brief Description of item	Basic Price (in Rs.) (per Unit)	Qty. (in Nos.)	Total Price (C X D) (in Rs.)	Service Tax (if applicable) [Value in Rs.]	VAT (if applicable) [Value in Rs.]	Net price (E+F+G) (in Rs.)
1.	Α						
2.	В						
3.							

(Chief Librarian)