



आरोग्यम् परमं सुखम्

# ALL INDIA INSTITUTE OF MEDICAL SCIENCES, DEOGHAR

अखिल भारतीय आयुर्विज्ञान संस्थान, देवघर

INSTITUTE OF NATIONAL IMPORTANCE UNDER MINISTRY OF HEALTH AND FAMILY WELFARE

(स्वास्थ्य और परिवार कल्याण मंत्रालय के अधीन राष्ट्रीय महत्व का संस्थान)

Devipur campus, Ramsagar, Deoghar, (Jharkhand)-814152

देवीपुर परिसर, रामसागर, देवघर, झारखण्ड -814152

Invitation of quotation

For

Ceremonial Chairs for Convocation Ceremony at

AIIMS Deoghar

Reference No.: AIIMS/Deo/Ceremonial Chairs/2025-26

Date of Issue: 29/04/2025

Last Date of Submission: 06/05/2025 at 05:00PM.

All India Institute of Medical Sciences, Deoghar

Devipur campus, Ramsagar, Deoghar: 814152, Jharkhand

Email: [lpc@aiimsdeoghar.edu.in](mailto:lpc@aiimsdeoghar.edu.in)

## **Invitation of quotation for Ceremonial Chairs for Convocation Ceremony at AIIMS Deoghar**

**Sealed Quotations** are invited on behalf of AIIMS, Deoghar for **Ceremonial Chairs for Convocation Ceremony** required for the Institute as per terms & conditions mentioned below. The filled quotations along with the entire required document must reach in the office of the undersigned on or before **06/05/2025 at 05:00 PM**. The **Envelope containing the quotation** must be sealed and **super scribed as under**:-

“**QUOTATION FOR CEREMONIAL CHAIRS FOR CONVOCATION AT AIIMS DEOGHAR FOR REFERENCE NO.: AIIMS/Deo/Ceremonial Chair/2025-26 DUE ON 06/05/2025 at 05.00 PM**”

**The Quotation should be send to the address:-**

LPC Chairperson  
AIIMS Deoghar Devipur Campus,  
Academic Block, LPC Office  
Dept. of Anatomy, First Floor  
Ramsagar, Deoghar, Jharkhand-814152.

### **1. Terms &Conditions:**


- a) The quotations received **after this deadline or unsealed shall not be entertained** under any circumstances whatsoever. In case of postal delay this Institute will not be responsible. The offer submitted by Fax / email shall not be considered and no correspondence will be entertained in this matter.
- b) Quotations must be in the **enclosed prescribed Performa (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.
- c) The supplier should supply the mentioned items along with its accessories (if any).
- d) Rates must be quoted in Indian rupees.
- e) Rates must be inclusive of all charges (including Freight charges, Insurance, installation, taxes etc.).
- f) **No overwriting or cutting** is permitted in the rate. If found, the quotation shall be summarily rejected.
- g) The **rates quoted must be valid for 180 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.
- h) **Total cost/amount will be taken in consideration for L1**. Becoming L1 will not be the criteria for awarding of purchase order unless the rates are reasonable & justified.
- i) The firm/agency may satisfy the following conditions and **attach self-attested copy of the same with the quotation**:
  - The firm shall have valid GST/Other taxes and IT PAN.
  - The firm should not be blacklisted by any Government agency/Department.
  - Purchase order of any government institute./ Undertaking on rupees 10 affidavit that the mentioned items has not been supplied by the vendor below the quoted rates to any institute or anybody

- j) 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 it will be rejected accordingly. Any conditional quotation shall be rejected summarily.
- k) **Delivery Period**– within **20 days** from issue of Purchase order.
- l) **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.
- m) **Payment Terms**: Payment will be only after satisfactorily delivery/ commissioning of material and after inspection by the AIIMS Deoghar.
- n) **Disputes**: -In the event of any dispute or disagreement arising between the contractors and any other department of AIIMS Deoghar with regards to the interpretation of “Terms & Conditions” of this inquiry, the same shall be referred to arbitrator appointed by The Executive Director, AIIMS, Deoghar, whose decision will be final and binding upon the contractor.
- o) AIIMS, Deoghar reserves the right to increase or decrease quantity. Decision of Quantity of items in the AIIMS, Deoghar will be final in this regard.
- p) AIIMS, Deoghar reserves the right to reject any quotation or part or the whole of inviting quotation process without assigning any reason. Decision of The Executive Director, AIIMS, Deoghar, will be final in this regard.
- q) The envelope containing quotation should be sealed with WAX/TAPE on both sides. The quotation received after due date will not be accepted.
- r) Procurement will be as per rule **GFR-155** of Government of India.

**Encl.:** Annexure 1 (Specification)

Annexure2 (Format of price bid)

Ref. No: AIIMS/Deo/Ceremonial Chair/2025-26

S. No.	Name of items	Specifications	Required Qty (pc.)
1	<i>Ceremonial Chairs for Convocation Ceremony</i>	<ul style="list-style-type: none"><li>• <b>Wood:</b> CP Teak (seasoned Sagwaan)</li><li>• <b>Fabric:</b> 350 GSM PU Leatherette, Bottle green color</li><li>• <b>Polish:</b> ICA (Asian) PU Polish, Matte/ Glossy</li><li>• <b>Seat height:</b> 20 inches from floor</li><li>• <b>Back height:</b> 40 inches from floor</li><li>• <b>Handle/ Handrest height:</b> 27 inches from floor</li><li>• <b>Chair type:</b> VIP chair</li><li>• <b>Detachable National Emblem</b> to be supplied along with Chair <b>(Qty. 2 No.)</b>.</li><li>• The <b>Material of the National Emblem:</b> - Brass</li></ul>	08
		<ul style="list-style-type: none"><li>• <b>Image</b></li></ul> 	

Reference no: AIIMS/Deo/Ceremonial Chair/2025-26

Date:

**[Letter head of firm]**

PRICEBID FORM

To,  
LPC Chairperson,  
AIIMS, Deoghar.  
Jharkhand

Dear Sir,

I/We.....am/are submitting the quotation for Reference "QUOTATION FOR **Ceremonial Chairs for Convocation** AT AIIMS DEOGHAR FOR REFERENCE NO.: AIIMS/Deo/Ceremonial Chair/2025-26 DUE ON **06/05/2025** at 05.00PM" For AIIMS Deoghar.

1. I/We have thoroughly examined, understood and accepted terms & conditions given in the enquiry document, failing which my quotation will be rejected out rightly.
2. I/We hereby offer to supply at the following rates:

S. no.	Name of Item with specification	Unit Price	GST %	Unit price With GST	Total Qty	Total cost
1						
2						
		Total cost/ amount				
Total cost/amount(in words)						

Note:-

- The bidder must quoted their quotation only in above said format on the letter of firm otherwise quotation will be REJECTED.
- Catalog must be attached with quotation for technical evaluation.

Date:

(Name):

Place:

Name of Firm/Company/Agency:

GSTIN No.:

Phone No:

Email:

(Signature of Authorized Person) \_\_\_\_\_

Seal: \_\_\_\_\_