



Para Medical Board, Bengaluru

Address: #5, New No: 40/20A, Lakshmi Complex, First Floor, Opp. Vani Vilas Hospital, Fort, Bengaluru-560002

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No: PMB/38/2017-18

Date:12.07.2017

Notification

Sub: Inviting Quotation for supply of Stationary Materials to Para Medical Board.

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Sealed Quotations are invited from reputed firms to quote the competitive rates for supply of following materials to Para Medical Board, Bangalore.

Sl. No	Particular	Size	Quantity	Delivery Period	Place Of Delivery
1	TNPL Xerox Papers-80GSM Sheets	A4	200 Rims	15 Days from the Date of order issued	Para Medical Board, Lakshmi Complex, 1 st Floor, Opp. Vani Vilas Hospital, K.R Road, Bangalore
2	Gum Tap 2" Brown	2"	100 Nos		
3	Sealing Wax		30 Boxes		
4	Reynolds Permanent Marker Pen		100 Nos		
5	Plastic Bag 24"×36"	24"×36"	200 Nos		
6	Renolds 045 Red & Blue Pen		140 Nos		
7	Sketch Pen Ordinary Red, Green & Blue		75 Nos		
8	Label Sicker A4 Size		10 pkt		
9	Stapler Pin Small		10 pkt		
10	Stapler Pins Big Size		10 pkt		
11	Stapler Big Size HD-45		02 No.s		
12	Note Book 200 Pages	Long Size	10 Nos		
13	HP Cartridge 12 A		5 Nos		
14	Samsung Cartridge 2850		5 Nos		

1. Quoted Price:

- The tenderer may quote for all the item in the quotation.
- All duties, taxes and other levies payable by the tendered(including sales tax on the finished goods) shall be included in the item rate.
- The rates quoted for the item shall be fixed for the duration of the contract and shall not be subjected to any adjustment.
- The rate for supply of partial quantity of the item is not acceptable.

- e) Corrections if any shall be made by crossing out, initialing, dating and rewriting.
- f) Cable or facsimile quotations are not acceptable.

2.

- a) Each tenderer must submit only one quotation.
- b) Tenderers should have registered with appropriate authority.

3. Validity of quotations:

The quotations shall remain valid for a period not less than 30 days after the deadline fixed for submission of quotations.

4. **Evaluations of Quotations:** The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which are properly signed, and conform to the terms and conditions and specifications in the following manner,

- a) The evaluations will be done including the sales tax. If the tenderer has not included the sales tax in his quotation for the item rate, and has also not indicated the rate of sales tax applicable, the quoted rate will be treated as though it is inclusive of the sales tax and no extra payment for sales tax will be made;
- b) The evaluation would be done for the item separately the tenderer who has quoted for partial quantity of the item would be treated as non-responsive. Purchaser will award the contract for the item separately to the lowest responsive tenderer for the item.

5. Award of contract:

- a) The purchaser will award the contract to the tenderer whose quotation has been determined to be substantially responsive and who has offered the lowest price as per Para 4(b).
- b) The Purchaser reserves the right at the time of contract award to increase or decrease the quantities of the item indicated in Para 1 above by 25% without any change in the unit price or any other terms and conditions.
- c) The Purchaser prior to the expiration of the quotation validity period will notify the tenderer whose quotation is accepted of the award of contract. The terms of the accepted offer shall be incorporated in the purchaser order.
- d) Normal commercial warranty/guarantee shall be applicable to the supplied goods.
- e) Payment shall be made immediately after the delivery of goods and their acceptance.
- f) Notwithstanding the above, the purchaser reserves the right to accept or reject any quotations and to cancel the quotations process and reject all quotations at any time prior to the award of the contract.

6. Last date and time of receipt of quotations. 26.07.2017.

You are requested to submit the sealed quotations super scribed on the envelope as "Quotations for Supply of Stationery materials" We look forward to receive your quotations.

Yours Faithfully

Member Secretary

12/7/17