



अखिल भारतीय आयुर्विज्ञान संस्थान, नागपुर

ALL INDIA INSTITUTE OF MEDICAL SCIENCES, NAGPUR

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ENGINEERING DEPARTMENT

No: AIIMS/NAG/NIQ /ENGG/CIVIL/23-24/

Date: 29/04/2023

NOTICE INVITING QUOTATION

The Director AIIMS Nagpur invites sealed quotation for **“Procurement of Incumbent Board in AIIMS, Nagpur.”** from the vendors having specialization and similar kind of work experience.

NIQ No. :- AIIMS-NAG/NIQ/SE/CIVIL/23-24/38

Name Of Item: - “Procurement of Incumbent Board in AIIMS, Nagpur.”

Schedule of Quantities

Sr. No.	Description of Item	Size	Area	Qty	Rate	Total Amount (₹)
1	Providing and Fixing of incumbent board of 12 mm toughened glass with coloured etching of Logo, Department name with complete border and serial number including name of the office bearer with golden printastick/Sticker. Board fixing complete with all necessary polishing and hole with studs and Fitting with all accessories and tools required. (Enclosed Attached as Details in annexure Marked “B”)	(48”x60”)	20.00sqft for Each Board	4 Nos		
Total Amount						
Total Amount of 18% GST (Rs.)						
Total Amount Including with 18% GST (Rs.)						

Conditions:

- 1) All quotation to be submitted in the name of Director, AIIMS, Nagpur only. Quotation not addressed to the Director, AIIMS, Nagpur will not be opened & rejected.
- 2) The work shall be carried out as per specification and as per direction of Engineer-in-charge.
- 3) The work shall be completed within **15 Days** from the date of issue of work order.
- 4) All material, labour and machineries shall be arranged by the agency himself at own cost.

Handwritten signature/initials

- 5) Rate of items should be quoted per unit item excluding GST & GST should be mentioned in GST column separately & all applicable Taxes and nothing extra shall be paid on this account.
- 6) The vendors should submit his quotation in uploaded NIQ or firm's letterhead as per format form duly signed & stamped.
- 7) Bank details such as Account Number, IFSC code etc. should be furnished so as to facilitate payment online if any.
- 8) It will be deemed that work so measured, checked and paid is of the required quality and standard, both in respect of ingredients as well as the intended functions it is supposed to perform. In other words, the work shall not only meet the required specifications but also the workmanship as per sound engineering practices.
- 9) Liquidated damages charges: - In the event of the delayed completion of work within stipulated period, Liquidated damage charges will be deducted to the sum of 0.5 % the contract amount of the delayed / undelivered, stores /services mentioned above for every week of delay or part their of a week, subject to the maximum value of the liquidated damages being not higher than 10 % of the value of delayed stores.
- 10) Interested parties should submit their quotation through hard copy in Engineering Department of AIIMS, Nagpur scribing "**Procurement of Incumbent Board in AIIMS, Nagpur.**" on or before 8th-May-2023 before 15.00 hrs. Which will be opened on 10th-May-2023 at 15.30 hrs.
- 11) Right to accept /reject any quotation rest with the AIIMS, Nagpur.
- 12) The work will be awarded to the lowest (L1) eligible vendor.
- 13) List of mandatory documents to be filled in by the vendor in various forms and submit the same with quotation within the period of bid submission.
 - i) Bidder details as per Annexure A.
 - ii) GST Registration Certificate.
 - iii) Copy Of Signed NIQ



Superintending Engineer

AIIMS, Nagpur

ANNEXURE- 'A':-

(Form for Detailed Information of Vendor/Supplier.)

Name of Work: - "Procurement of Incumbent Board in AIIMS, Nagpur."

1.	Name of the Vendor/Supplier	
2.	Permanent Account Number (PAN)	
3.	Complete Postal Address of the Vendor /Supplier.	
4.	Particular of Bank Account.	
	a) Name of Bank.	
	b) Name of Bank Branch	
	c) Branch Code	
	d) Address	
	e) City	
	f) Telephone/ Mobile Number.	
5.	Legal status of Vendor/Supplier (Attach documents)	
	a) An Individual	
	b) A Proprietary Firm	
	c) A Firm in Partnership	
	d) A limited company or corporation	
6.	GST Registration Number	
7.	Valid Email ID of the Vendor/Supplier.	

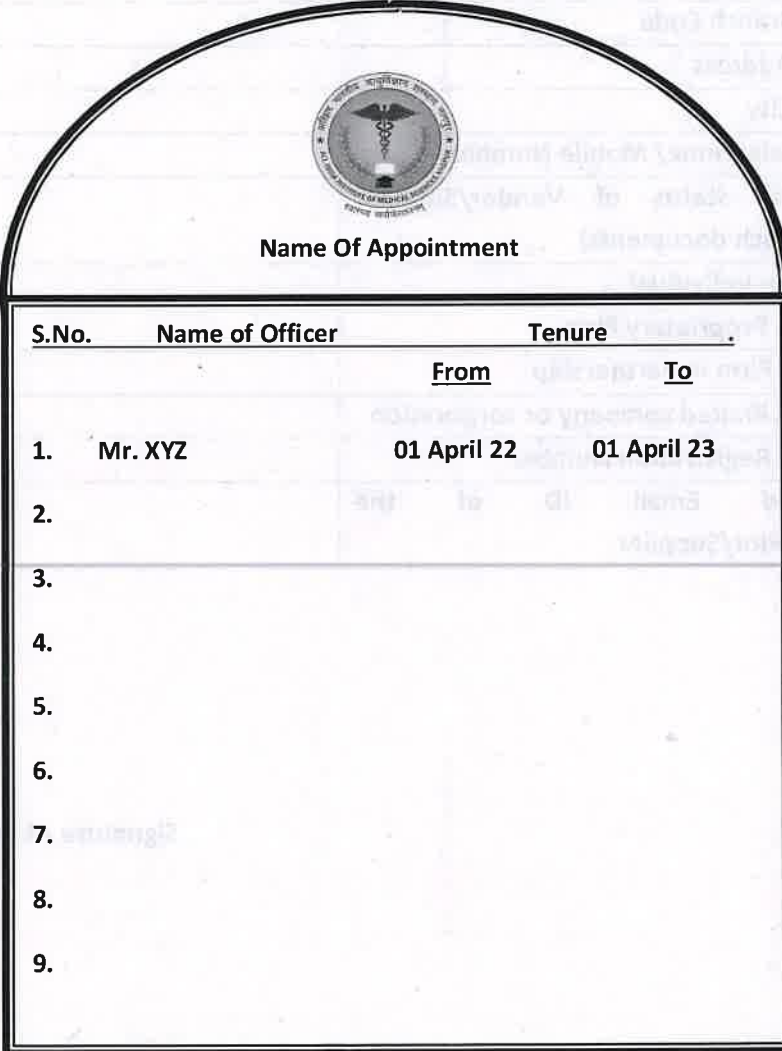
Signature of the Vendor/Supplier

ANNEXURE- 'B':-

(Designing of incumbent Board.)

Name of Work: - "Procurement of Incumbent Board in AIIMS, Nagpur."

- Shape of Incumbent Board as shown in below Figure.
- All outer Border, Logo of institute or Department name with serial number should be in etching in coloured.
- Thickness of toughened glass should be 12 mm.
- Size of outer to outer glass board is 4x5 feet.
- Fixing of glass board should be complete with respect of Etching work, Hole making work, polishing with fixing of stud and complete fixing with all accessories and tools required.



The diagram shows an arched board with a circular logo at the top center. Below the logo is the text "Name Of Appointment". Below this is a table with the following structure:

S.No.	Name of Officer	Tenure	
		From	To
1.	Mr. XYZ	01 April 22	01 April 23
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			

Sample For Reference Purpose Only.


Superintending Engineer
AIIMS, Nagpur