

**OFFICE OF THE PRINCIPAL, PT. JAWAHARLAL NEHRU, GOVT.  
MEDICAL COLLEGE CHAMBA**

No. GMC/CBA/Acctt/Quotation-19

8625-32

Dated: Chamba, the 2021-29-06-2021

To,

1. M/S, Bits & Bites, Hatnala Bazaar, Chamba (H.P.).
2. M/S, Sambyal Enterprises, Near Medical College & Hospital Chamba (H.P).
3. M/S, Staffi Cyber Magic, Rajeev Gandhi Complex, Main Bazaar Chamba (H.P.)
4. M/S, Plah Infotech, Mohalla Dogra Bazaar, Chamba (HP).
5. M/S Computer Hub Mohalla Chontra Teh. & Distt. Chamba (H.P).
6. M/s Drishti Infotech Mohalla Hatnala, Near Ajay Jyotishi Chamba, (H.P.)

**Subject:**

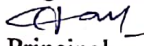
**Regarding Limited Tender for refilling of Photostat machine & computer printer, antivirus, DVD, Pen drive.**

Sir,

Limited Tenders are invited from the Original Equipment Manufacturers (OEM) or their established, reputed and experienced authorized dealer/representatives registered and approved suppliers for refilling of Photostat machine & computer printer, antivirus, DVD, Pen drive as per specification mentioned on annexure -1

No.	Last Date & Time for submission of Tender	12/07/2021 upto 11.00 AM
Date:-	Tender opening Date & Time:	12/07/2021 at 12.00 PM
Cost of Tender form Rs.-Nil	Tender documents can be downloaded from our website i.e. <a href="http://www.ptjlngmc&amp;hchamba">www.ptjlngmc&amp;hchamba</a> or can be obtained from the office of Principal Pt. JLNGMC Chamba.(Account Branch)	

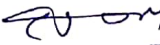
**Note:-** If the date fixed for the opening of tender is declared a holiday, the tender shall be opened on the next working day at the same time as fixed for the original date for this purpose.

  
 Principal,  
 Pt. Jawaharlal Nehru Govt. Medical College,  
 Chamba District Chamba (H.P)

Endst No. As Above: 8625-32

Copy to

1. Dr. Praveen Kumar AP Deptt. of Pharmacology for information and with the request to upload the same quotation on the official website.
2. The Store In-charge Pt. JLNGMC&H Chamba for information.

  
 Principal,  
 Pt. Jawaharlal Nehru Govt. Medical College,  
 Chamba District Chamba (H.P)

**Annexure-I****Terms and Conditions:-**

1. The tender document should be duly signed by Tenderer. All the columns of tender document shall be duly, properly and exhaustively filled in. The rates shall not be overwritten
2. **Quoted rates should be inclusive of all taxes.**
3. Prices shall be Firm and on F.O.R destination basis Inclusive all applicable taxes & duties.
4. TDS applicable for the said items shall be deducted at source
5. All photo copies of documents attached with the tender should be duly self attested.
6. The tender shall be opened in the presence of tenderers or their authorized representatives who wish to appear on schedule date.
7. The tenders who do not fulfill the mentioned conditions, their tender will be straight way rejected.
8. The supplier must ensure that, in case of doubt in material, supplied by the firm/tenderer, the expenditure incurred on getting the material tested will be borne by the tenderer.
9. For any query regarding tenders, contact Principal Pt. JLNGMC , Chamba (HP) personally or on telephone No. 01899-223956
10. Payment will be released after physical delivery of inspected/accepted articles duly supported with satisfactory inspection note and receipt of goods in good condition by consignee's site/destination.
11. The Inspection committee shall inspect and approve the samples of the items offered by successful bidder before finalizing the contract and pre dispatch inspection shall be conducted before taking the delivery of ordered items to ascertain condition and specifications at the office of undersigned. The items of inferior quality will not be acceptable.
12. The material shall have to be supplied within 10 days from the date of receipt of supply order.
13. Telegraphic quotations or quotations received through fax/e-mail shall not be considered for evaluation purposes.
14. Late tenders i.e. tenders received beyond the expiry of stipulated date & time/posted either on or after the prescribed stipulated date & time, shall not be accepted and consequently be returned back in sealed & unopened condition to the concerned bidder.
15. Any dispute emerging from contract shall be subject to the jurisdiction of court at Chamba(HP)
16. The rates should be valid upto 31.3.2022

I/We hereby quoted to supply the goods/material at the rates specified in the Schedule and within the time specified in the conditions of the contract. The terms and conditions given in the Annexure-II have been read over and shall be binding upon me/us in the event of acceptance of my/our tender.

Read and accepted

Signature of tendered

Dated :

Name:.....

Name of Firm/agency:.....

Seal of firm/Agency.....

**Annexure-II****TENDER SUBMISSION GUIDELINES/NORMS**

The quotation shall have to be submitted in two-envelope system in the following manner:

**Envelope No. 1 (Technical bid)** - shall be superscribed as "Technical Bid – “for refilling of Photostat machine & computer printer, antivirus, DVD, Pen drive” and shall contain the following:

- i. Copy of GST No. & copy of PAN card of the firm.
- ii. Signed and stamped copy of complete NIT and Tender Invitation Form.

**Envelope No. 2 (Price bid)** - shall be superscribed as "Financial Bid – “for refilling of Photostat machine & computer printer, antivirus, DVD, Pen drive” and shall contain the following:

- i. Signed and stamped copy of quoted prices duly filled in the “Schedule of Quantities & Prices”
- ii. Rate Reasonability Certificate mentioning that the offered rates in tender are at par with the prices charged from other Govt. deptt./PSUs (to be provided on official letter head of the firm with specific mention of NIT/Tender reference).

Both the envelopes 1&2 shall be put in a third larger envelope duly superscribing "Tender for refilling of Photostat machine & computer printer, antivirus, DVD, Pen drive", Addressed to :-Principal, Pt. Jawaharlal Nehru Govt. Medical College, Chamba District Chamba (H.P)

**EVALUATION OF BIDS**

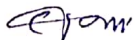
During bid evaluation, the Purchaser may ask the bidder for clarification of its bid. The request for clarification and the response shall be in writing, and no change in the price or substance of the bid shall be sought, offered or permitted.

The Evaluation of Bid shall be done on the basis of unit price of each item, quoted by the bidder in their “price bid” submitted on FOR Destination.

Quoted rates should be both in figure as well as in words.

If there is a discrepancy between words and figure of the unit rates, the unit rates in words will prevail. If bidder does not accept the correction of errors, its bid will be rejected and the bid security will be forfeited.

The Principal Pt. JLNGMC Chamba, does not bind him-self to accept the lowest quotation and reserves the right to accept the quotation on quality basis also in whole or, in part, i.e., with respect to all the articles mentioned in the document or in respect of any one or more than one article specified in the attached statement as may be decided. In case of few items being quoted lowest by a bidder other than a bidder who has quoted lowest rates for majority of the items of the tender, the decision, in such a situation, may be taken to award the supply order to the successful bidder by the tender committee only, although at lowest rates as quoted by other bidder, so as to facilitate the monitoring/convenience of supplies from a single/more supplier. Accordingly, the tender Accepting Authority reserves the right to reject any or all tenders without assigning any reasons thereof, either in full or in part, even after opening of Technical bid or financial bid.

  
Principal,  
Pt. Jawaharlal Nehru Govt. Medical College

**PRICE BID****FINANCIAL BID FOR REFILLING OF PRINTER AND OTHERS ITEMS**

Sr. No.	Name of Item	Specifications	Make & Model	UNIT PRICE (both in words & figures) inclusive of all taxes/duty {F.O.R.}
1.	Refill Printer (HP LaserJet)	Per printer		
2.	Refill colour printer (cannon/Epson)- ink set	Per printer		
3.	Refill Photostat machine (Model No. Sharp-AR-6031N)	Per Photostat machine		
4.	Refill black ink, single (cannon/Epson)	Per printer		
5.	Drum (LaserJet Printer- 12A, 88A,78A)	Per piece		
6.	Toner Cartage photo machine (Model No:- i)Canon Image runner 2004, )	Per Photostat machine		
7.	Pen drive	4GB		
8.	Pen drive	8GB		
9.	CD disk	-		
10.	Antivirus			

**Declaration by the Tenderer:-**

This is to certify that I/We have read and fully understood all the terms and conditions mentioned at **Annexure-I** & in the tender form and undertake myself/ourselves to abide by them and the information provided in this reference is true. If at any stage, any information given by me is proved to be false, the Principal Pt. JLNGMC Chamba has the right to forfeit the EMD deposited in this record.

Date:

Place:

(Signature of the Tenderer)

Name:.....

Name of Firm.....

Annexure-IVRTGS/NEFT MANDATE FORM

To

Principal,  
Pt. Jawaharlal Nehru Govt. Medical College,  
Chamba District Chamba (H.P)

Sub: RTGS/NEFT Payment.

Sir,

For remittance of our payments using RTGS/NEFT scheme, It is requested that our payments may be made through the above scheme to our under noted account.

**RTGS/NEFT Form**

Bank's Name	
Branch Address	
Branch Telephone/Fax No	
Suppliers Account No	
IFSC Code	
Supplier's Name as per Bank Account	
Supplier's contact No	
Supplier's email ID	

Signature with Date, Name and Designation

(For and on behalf of

M/s.....

(Name and address of Manufacture)