



**OFFICE OF THE MEDICAL SUPERINTENDENT
J.N. MEDICAL COLLEGE & HOSPITAL
A.M.U., ALIGARH-202002 (U.P.)**

Notice Calling for Quotation

Phones: (0571) 2721113, 2721114
2721870, 2721871
E-mail: jnmedicalpurchase@gmail.com

Ext. D.No...../MCH

Dated.....

Sealed quotations/price list are invited from Professional Printing Press and Binders for the Printing & Binding of following articles on the terms and conditions printed over leaf. Quotation should reach this office on or before 21-5-2020 by 01 PM. Incomplete quotations and those received late will not be considered.


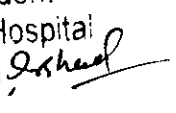
As per Requirement during Financial Year 2020-21

S.No.	Particulars
1.	Bill Book Account Section (50 + 50+50)
2.	Birth Report Book 100 leaf
3.	Blood Donor Registration & Interview Card
4.	Blood Transfusion Form
5.	C. Form
6.	CADS Register with Binding 300 leaf
7.	Care Taker Office Work Done Report Register
8.	Case Sheet Cover
9.	Case Sheet for Paediatrics Department
10.	Case Sheet paper
11.	Cash Book Register (100 pages)
12.	Cash Book Trolley & wheel Chair (50 + 50)
13.	Casualty Performa
14.	Casualty Registration (ACMO) Register 200 leaf
15.	Central Lab Register 200 leaf
16.	CMS Name Letter Head Pad
17.	Complaint Book (In Triplicate) (100 + 100 + 100)
18.	Confidential Memo Book (100 + 100)
19.	Consignment Form
20.	Daily Attendance Form

S.No.	Particulars
21.	Daily Charge Book of Billing of I.C.U (100 + 100 + 100)
22.	Daily Data Report Form A/CRS
23.	Daily Data Report Form B/CRS
24.	Death Certificate Book 100 pages
25.	Diet Register 100 +100
26.	Discharge Report of Billing of Special Ward (50 + 50+50)
27.	Discharge Ticket
28.	Discharge Ticket for Paediatrics Department
29.	ECG Book
30.	ECG Observation Card
31.	Envelops (CMS/MS/DMS) Size 9 × 4
32.	Envelops (CMS/MS/DMS) Size 10 × 4.5
33.	Eye Case Sheet
34.	Eye OPD Card No.1
35.	Eye OPD Card No.2
36.	Fresh Frozen Plasma Two Colour Sticker
37.	I.C.U. Chart
38.	Indent Cum Issue Slip Book (150 + 150)
39.	Injury Report Register (100 + 100 + 100)
40.	Intake & Output Charts (for Neonotal Unit)
41.	Investigation Form
42.	Key Register with Binding 200 leaf
43.	L.A.M.A. Form
44.	Labour Register 300 leaf
45.	Letter Pad CMS/MS/DMS
46.	Medical Leave Certificate Book 100 leaf
47.	Movement Register
48.	Notice Calling Form
49.	Operation Register 300 leaf
50.	Order Form
51.	Orthoptic Checkup Slip
52.	P.A.C. Form
53.	Payment Slip Book (100 + 100)
54.	Refund Voucher
55.	Request for C.T Scan
56.	Requirement of item (Duplicate) 100 + 100
57.	Referral Form (Medicine)

S.No.	Particulars
58.	Special Indent Form
59.	Special Ward Admission Form
60.	Statement Issue Register
61.	Stickers for Blood & Component Bank
62.	Stock Register (100 pages with index)
63.	Stock Register (200 Pages with index)
64.	Stock Register (300 pages with index)
65.	Student Information
66.	Supervisors Diary 100 Pages
67.	Temperature Chart
68.	Treatment Card Loose
69.	Treatment Card Rs.30/- Yellow Print on Ivory Card Sheet (100 leafs each book)
70.	Treatment Card Rs20 White Print on Ivory Card Sheet (50 leafs each book)
71.	Vehicle Log Book 100 leaf
72.	Well Baby Clinic Card
73.	Pain Clinic Performa
74.	Clearance Book 100 Pages
75.	Daily purchase drug Slip
76.	Attendant Pass with Printing

Important: Only Professional Printers/Binders with minimum 05 years experience in the relevant field need to apply (Attach certificate of Experience in support).

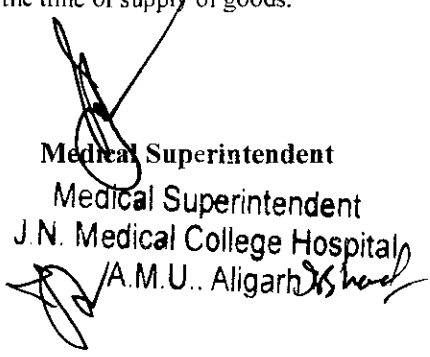

Medical Superintendent
J.N. Medical College Hospital
A.M.U., Aligarh, 

Note Carefully:

The Bidders are required to read and examine all the Terms and conditions, specifications and instructions given in the Tender document with full understanding of its implications. Failure to furnish any information required for submission of bid or bids not substantially responsive in every respect may result in outright rejection.

Terms & Conditions

1. Only Professional Printers/Binders with minimum 05 years experience in the relevant field need to apply.
2. Authority letter / Certificate of the manufacturer in case of authorized dealer of the manufacturer (authentic proof) along with tender/quotation is required, otherwise the tender/quotation will not be considered and rejected forthwith.
3. Only typed Tenders/Quotations bearing GST No. on original letter head will be entertained. Quotations must be legible, clear and free from overwriting/erosions. Incomplete quotations are liable to be summarily rejected.
4. The firm must be registered with GeM Portal and in Central Purchase Office, A.M.U., Aligarh, in case the item is not available on GeM
5. Rates should be mentioned as per model & make separately. Bidders/Suppliers should quote one rate for specific item.
6. Conditional Tenders/Quotations shall not be accepted.
7. Period of validity of rates of items must be clearly mentioned.
8. GST rate & HSN Code must be clearly mentioned separately against each item, otherwise quotation will not be entertained.
9. Prices must be quoted on F.O.R. destination basis by road/rail/air, etc. inclusive of packaging, forwarding, freight charges, transit Insurance and any other charges as applicable. The safe and sound delivery of the goods/items etc. at the destination shall be the responsibility of the supplier. The consignee for the contract is Medical Superintendent of the JNMC Hospital.
10. Each bidder shall submit only one tender either by himself or as a partner in joint venture. If a bidder or any of the partners in a joint venture participate in more than one bid, the bids are liable to be rejected.
11. Eligible persons under Composition scheme MUST attach the proof along with Tax invoice.
12. Printing & Binding MUST be as per NIT specification & terms and conditions and the same may be mentioned on the Tax invoice.
13. Payment will be made against the Tax Invoice. No advance payment will be made.
14. In case goods are not as per specification, the cost of returning them shall be borne by the supplier.
15. The bidder must enclose a valid trade license, GST Registration Certificate, PAN or any other certificate evidencing quality, or statutory compliance along with the bid document duly certified to be true copies.
16. It will be mandatory for the bidders to provide bank details for e-payment (viz. Account holder's name, Bank name, Branch name and address, Account type, Account number, IFSC code). 100% payment shall be made in Indian Rupees and in favour of Seller/supplier through e-payment after delivery.
17. If the supplier/company fails to deliver the material within the delivery period, Medical Superintendent JNMCH may cancel full order or parts of the order. JNMCH also reserves the right to place the purchase order to the other supplier in case of failure of the successful bidder.
18. Any defective material pointed out by the authorized person of JNMCH the same shall be taken back by the supplier for replacement at their own cost.
19. In case the prices of goods hike in market, the supplier must inform to Medical Superintendent JNMCH immediately to avoid crisis by sending a letter on original letter head of the firm/company.
20. In all cases of disputes, the decision of JNMCH Hospital authority shall be final. Failing which, the matter will be referred to the Arbitration in accordance with the Indian Arbitration Act and amendments thereof.
21. The JNMCH, AMU Aligarh reserves the right to accept or reject any quotation in full or in part without assigning any reason thereof.
22. Once the Purchase order is issued on the rates given by the supplier, the supplier/firm is bound to supply items as required in the PO. In case the supplier fails to supply the items on offered rates, other orders issued to the same supplier will be treated as cancelled and no further order will be given in future and no correspondence will be entertained in this regard.
23. Torn, Tattered, unsealed cartoon/boxes/packets./items will not be accepted at the time of supply of goods.


Medical Superintendent
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J.N. Medical College Hospital
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