



अखिल भारतीय आयुर्विज्ञान संस्थान  
**ALL INDIA INSTITUTE OF MEDICAL SCIENCES**  
मंगलगिरी, गुंटूर (आंध्र प्रदेश) 522503  
Mangalagiri, Guntur District (Andhra Pradesh) – 522503  
Website: <https://www.aiismangalagiri.edu.in/>

**Date: 04/09/2023**

**NIQ No: AIIMS/MG/Procurement/06/Annual Report Books**

**Sub: - “NIQ for Supply of Annual Report Books for 2022-2023” at AIIMS Mangalagiri.**

**Notice Inviting Quotations**

On behalf of The Director, AIIMS Mangalagiri invites Quotations with price bid and other documents from eligible Firms/ Companies/ Authorized printing Agents for “**Supply of Annual Report Books for 2022-2023**” at **AIIMS Mangalagiri**, as per specified terms and conditions.

**1. Schedule of Requirement:-**

S.No	Description of items	Required Quantity	Specifications
1.	Annual Report Books (2022-2023) (approx. 300 pages)	English- 50 Copies	a. Designing, Printing and perfect Binding b. Printing Quality- Multi colour in oil c. Paper size-A4 d. Paper quality- 90 GSM(Art Paper) e. Cover quality- Laminated 300 GSM f. 2 proof copies (1 Hindi & 1 English) to be provided before final printing for approval.
		Hindi- 50 Copies	

**II. Terms and Conditions:-**

1. The sealed quotation must have valid GST number
2. Rates quoted must include all types of taxes and other possible expenses. No other charges will be considered.
3. The payments will be made against delivery item with valid invoice and E-way bill through electronically viz RTGS/NEFT. The following information also to be mentioned in the quotation.
  - a. Name of the beneficiary:
  - b. Account No. of the beneficiary:
  - c. IFSC of the bank/branch:

**d). Delivery period:** Delivery period of the items shall be **30 days** from the issue of supply order. In the event of any deviation, the supply order may be cancelled.

**e)** The quotations will be **opened on 14/09/2023 03:00 PM** at Admin & Library Building, 2<sup>nd</sup> Floor, Room no.224 AIIMS Mangalagiri.

**f)** Vendors requested to attend at time of opening of bid.

**g) Penalty:** Penalty @ **0.50% per week** will levied for late delivery on supply order value of the item and will be deducted from the payment Bill. The maximum penalty will be **10 %** of total value against any of Purchase/Supply Order total value.

**h) Price Quotation:** price cannot exceed Rs.2.5 Lakhs.

**i) Price Validity:** The quoted prices should remain valid for a period of **180 days** from date of opening of NIQ.

**j).**The outer envelope should be super scripted as **“Supply of Annual Report Books for 2022-2023”** at **AIIMS Mangalagiri.**

**III.** The duly sealed and super scribed Quotations should reach **Procurement Cell, Admin & Library Building, 2<sup>nd</sup> Floor, Room no. 236, AIIMS Mangalagiri, Guntur-522503** by **15:00 PM** on **13/09/2023.**

**Sd/-**  
**F I/c (Procurement)**  
**For and on behalf of Director**  
**AIIMS, Mangalagiri.**