

ALL INDIA INSTITUTE OF MEDICAL SCIENCES
Bilaspur, Himachal Pradesh

No. AIIMS-BLS/Stores/2021/NIQ/8

Dated: 30-09-2021

Notice for inviting Quotation for **Supply of Examination Answer Sheets.**

QUOTATION NOTICE

Sealed quotations are invited from intending reputed & well established registered printing agencies having GST No. /relevant documents for printing & supply of Examination Answer Sheets as per the detailed specifications (**Annexure O**) Sealed quotations in a single envelope duly super subscribed at the top of the envelope as "**Quotation No. AIIMS/BLS/Stores/2021/NIQ/8- Quotation for Supply of Examination Answer Sheets and Due date of opening 04/10/2021**" containing both the "Technical Bid" and "Price Bid" (in two separate envelopes) may be submitted so as to reach on or before 04/10/2021 up to 11:00 A.M in Stores Section, First Floor- AYUSH Block, AIIMS Bilaspur, Kothipura, Bilaspur, Himachal Pradesh PIN- 174001. Late bids will not be considered. The bids shall be opened in the presence of duly constituted purchase committee and bidders who may wish to be present on the same day at 11:30 A.M.

For the purpose of technical evaluation, the bidder is required to submit following documents.

Technical Bid:

1. Profile- Name & full address of the firm & year of establishment.
2. Copy of permanent GST registration certificate.
3. Copies of supply orders secured during 2021-22 for the similar products.
4. Previous two Income Tax Returns of the bidding entity.
5. Self-declaration that the firm is not debarred by MoHFW or Department of Commerce.
6. Sample papers to be used (as per specification) of all booklets must be submitted, failing which the tender documents shall be rejected.

In case the technical committee rejects a sample (if asked for) or the bid is "Not-Qualified" on technical grounds, the financial bid in respect of that item will not be considered.

Financial Bid: The rates and total cost must be quoted in both words and figures (over writing not allowed). Selection will be made purely on the basis of lowest price quote of technically qualified firms. Validity of the quotation should be for a minimum period of 90 days. In case of discrepancy between unit price & total price, the unit price shall prevail.

Financial Bid Submission format for items with quantity required is as under:-

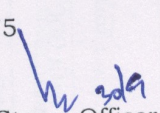
Name of item	Specification	Qty req.	Unit	HSN code	Offered Unit Price	GST @	Unit price with tax	Total Amount
Answer Booklet Professional Examination	<ul style="list-style-type: none"> Total number of booklet required=1000 (To be packed as 25 answer booklet per bundle) Number of pages in each booklet=40 Number of pages printed as per Annexure I =2 (first leaf front and back with perforation as mentioned in annexure sample) Other pages should have 20 lines with 1.5 inch margin printed on top and 1 inch margin printed on left side of each sheet. Top margin of these sheets should have AIIMS Bilaspur HP printed 70 GSM Maplitho Ballarpur White superior quality paper to be used. Dark Magenta colour to be used for mentioning texts and lines Upper right of front page S. No to be mentioned as AIIMS-B/2021/1000 S. No. starting with 0001 Size of each page 8.5X10.5 inch 	1000	Booklet					
Practical Booklet Professional Examination	<ul style="list-style-type: none"> Total number of booklet required=1000 (To be packed as 100 answer booklet per bundle) Number of pages in each booklet=8 Number of pages printed as per Annexure II =1 (first leaf front as mentioned in annexure sample) Other pages should have 20 lines with 1.5 inch margin printed on top and 1 inch margin printed on left side of each sheet. Top margin of these sheets should have AIIMS Bilaspur HP printed 70 GSM Maplitho Ballarpur White superior quality paper to be used Dark Magenta color to be used for mentioning texts and lines Upper right of front page S. No to be mentioned as 	1000	Booklet					

Name of item	Specification	Qty req.	Unit	HSN code	Offered Unit Price	GST @	Unit price with tax	Total Amount
Answer Sheet other Exam	<ul style="list-style-type: none"> • AIIMS-B/2021/1000 S. No. starting with 0001 • Size of each page 8.5X10.5 inch • Total number of booklet required=3000 (To be packed as 50 answer booklet per bundle) • Number of pages in each booklet=16 • Number of pages printed as per Annexure III=1 • Other pages should have 20 lines with 1.5 inch margin printed on top and 1 inch margin printed on left side of each sheet. • Top margin of these sheets should have AIIMS Bilaspur HP printed • 52 GSM Ballarpur White superior quality paper to be used. • Dark Blue color to be used for mentioning texts and lines • Size of each page 8.5X10.5 inch 	3000	Booklet					
Additional Sheet	<ul style="list-style-type: none"> • Total number of booklet required=10000 (To be packed as 250 answer booklet per bundle) • Number of pages in each booklet=4 • Number of pages printed as per Annexure IV=1 • Other pages should have 20 lines with 1.5 inch margin printed on top and 1 inch margin printed on left side of each sheet. • Top margin of these sheets should have AIIMS Bilaspur HP printed • 52 GSM Ballarpur White superior quality paper to be used. • Dark Blue color to be used for mentioning texts and lines • Size of each page 8.5X10.5 inch 	10000	Booklet					

Note: Vendor need to get content to be printed as sample copy of each item and get it approved by Examination Committee prior to full printing.

Other terms and conditions will be as follows:-

1. Supply will be F.O.R. at AIIMS-Bilaspur
2. Supply will have to be arranged within 07 days from the issue of supply order. Delayed supplies beyond 07 days from the date of Supply Order will be subject to LD @0.5% per week or part thereof, on the contract price subject to maximum of 10% of contract price beyond which the supply order will be liable to be cancelled.
3. Supply must conform to samples wherever asked for.
4. The Institute reserves the right to reject the goods if the same are not found in accordance with the specifications approved/ asked for. In case there is a short/defective supply the firm will be informed and the defective material will be lifted from the concerned department/ Store by the supplier at their own cost within two weeks period. The Institute will not bear any expenses on this account. The defective supply will have to be replaced by the supplier immediately without freight/transport or any other charges.
5. Samples will be preserved till final settlement.
6. Bidder is required to quote rate of 100% items.
7. The quantity of required printing materials may be increased or decreased as per current requirement and item will be printed and supplied as per quoted rate and other terms and conditions shall also remain same.
8. Part supply will not be accepted.
9. No revision in rate (on higher side) will be accepted at any stage.
10. The firm shall not assign or sublet the work/job or any part of it to any other firm.
11. Billing will be in the name of Executive Director, AIIMS-Bilaspur. Payment will be made after the item has been received, inspected & accepted. No advance payment will be made at any stage.
12. Taxes & other government levies will be paid extra as applicable.
13. Venue for sample verification and quotation opening shall be Conference Hall of Administration Block of AIIMS-Bilaspur.
14. For any query please contact Dr. Mohammad Kausar, S.S.O. 01978-292575
email: stores.aiimsbilaspur@gmail.com


Senior Stores Officer,
AIIMS-Bilaspur H.P.

Annexure 'O'

Technical Specification of various types of Answer sheets:

Name of item	Specification
Answer Booklet Professional Examination	<ul style="list-style-type: none">• Total number of booklet required=1000 (To be packed as 25 answer booklet per bundle)• Number of pages in each booklet=40• Number of pages printed as per Annexure I =2• (first leaf front and back with preformation as mentioned in annexure sample)• Other pages should have 20 lines with 1.5 inch margin printed on top and 1 inch margin printed on left side of each sheet.• Top margin of these sheets should have AIIMS Bilaspur HP printed• 70 GSM Maplitho Ballarpur White superior quality paper to be used.• Dark Magenta color to be used for mentioning texts and lines• Upper right of front page S. No to be mentioned as AIIMS-B/2021/1000 S. No. starting with 0001• Size of each page 8.5X10.5 inch
Practical Booklet Professional Examination	<ul style="list-style-type: none">• Total number of booklet required=1000 (To be packed as 100 answer booklet per bundle)• Number of pages in each booklet=8• Number of pages printed as per Annexure II =1• (first leaf front as mentioned in annexure sample)• Other pages should have 20 lines with 1.5 inch margin printed on top and 1 inch margin printed on left side of each sheet. Top margin of these sheets should have AIIMS Bilaspur HP printed• 70 GSM Maplitho Ballarpur White superior quality paper to be used• Dark Magenta color to be used for mentioning texts and lines• Upper right of front page S. No to be mentioned as AIIMS-B/2021/1000 S. No. starting with 0001• Size of each page 8.5X10.5 inch
Answer Sheet other Exam	<ul style="list-style-type: none">• Total number of booklet required=3000 (To be packed as 50 answer booklet per bundle)• Number of pages in each booklet=16• Number of pages printed as per Annexure III=1• Other pages should have 20 lines with 1.5 inch margin printed on top and 1 inch margin printed on left side of each sheet. Top margin of these sheets should have AIIMS Bilaspur HP printed• 52 GSM Ballarpur White superior quality paper to be used.• Dark Blue color to be used for mentioning texts and lines• Size of each page 8.5X10.5 inch
Additional Sheet	<ul style="list-style-type: none">• Total number of booklet required=10000

Name of item	Specification
	<p>(To be packed as 250 answer booklet per bundle)</p> <ul style="list-style-type: none"> • Number of pages in each booklet=4 • Number of pages printed as per Annexure IV=1 • Other pages should have 20 lines with 1.5 inch margin printed on top and 1 inch margin printed on left side of each sheet. Top margin of these sheets should have AIIMS Bilaspur HP printed • 52 GSM Ballarpur White superior quality paper to be used. • Dark Blue color to be used for mentioning texts and lines • Size of each page 8.5X10.5 inch

Note: Vendor need to get content to be printed as sample copy of each item and get it approved by Examination Committee prior to full printing.

ALL INDIA INSTITUTE OF MEDICAL
SCIENCE, BILASPUR, HP

Annexure - I

ALL INDIA INSTITUTE OF MEDICAL
SCIENCE, BILASPUR, HP

AIIMS/B/2021/1000 S.No.
ALL INDIA INSTITUTE OF MEDICAL
SCIENCE, BILASPUR, HP

For office use

For office use

Date.....

Date.....

Examination..... Subject.....

Examination..... Subject.....

Paper..... Section.....

Paper..... Section.....

Batch..... Course.....

Batch..... Course.....

Marks Obtained


Marks Obtained

Q.No.	A	B	C	D	E	Total
1						
2						
3						
4						
5						
Total Marks in figure & Words						Total marks

Q.No.	A	B	C	D	E	Total
1						
2						
3						
4						
5						
Total Marks in figure & Words						Total marks

Name & Signature of Examiner 2

Name & Signature of Examiner 1

7 

Signature of Candidate

Inviigilator
Signature

Tear from This space (for office use).....

Tear from This space (for office use).....

Special instructions to candidate

- Use only Blue ball point pen.
- Fill in all the relevant details in the appropriate space given in front page of answer sheet
- Only rough work is to be done on last two pages of answer booklet.
- Write each section in separate answer booklet.
- All subparts of question to be attempted together (preferably in continuity).
- Candidate must sign only at the given place. Any signature/identity found elsewhere may lead to disqualification.
- Color pens/color pencils/highlighters/sketch pens may be used only for diagrams.
- Use of blue ball point pen permitted for highlighting text if desired by student.
- Do not write anything on the blank portion of the question paper; if written anything, such type of act will be treated as an attempt to resort to unfair means.
- Students should write answer in legible handwriting.
- Any tampering with answer booklet will lead to disqualification.
- Follow other instructions as provided by the examination superintendent/invigilators.

ALL INDIA INSTITUTE OF MEDICAL SCIENCES, BILASPUR, HP

9
m

Annexure II

AIMS/B/2021/1000/S.No

ALL INDIA INSTITUTE OF MEDICAL SCIENCES, BILASPUR, HP

Practical booklet professional examination

Date _____

Examination _____

Subject _____

Roll number _____

Course _____

Batch _____

Total marks in figure & words :

Signature of candidate

Name & Signature of examiner



ALL INDIA INSTITUTE OF MEDICAL SCIENCES, BILASPUR, HP


13

11

W

Annexure IV
ALL INDIA INSTITUTE OF MEDICAL SCIENCES, BILASPUR, HP

Name
Roll number.....
Examination.....

14 

ALL INDIA INSTITUTE OF MEDICAL SCIENCES, BILASPUR, HP

15

W