



Date: **11/10/2022**

NIQ No: AIIMS/MG/Procurement/06/Exam Answer Booklets

Sub: - “NIQ for Supply of Exam Answer Booklets” at AIIMS Mangalagiri.

Notice Inviting Quotations

On behalf of The Director, AIIMS Mangalagiri Quotations are invited with price bid and other documents from eligible Manufacturers/ Firms/ Companies/ Authorized Agents/ Distributors/ Dealers/ Supplier Agencies for “Supply of Exam Answer Booklets” at AIIMS Mangalagiri, as per specified terms and conditions.

I. Schedule of Requirement:-

S.No	Description of items	Required Quantity	Specifications
1.	Section B (Green Colour, 28 Pages)	1,500 No.	As Detailed Below
2.	Section C (Maroon Colour, 28 Pages)	1,500 No.	
3.	Section B (Green Colour, 40 Pages)	600 No.	
4.	Section C (Maroon Colour, 40 Pages)	600 No.	
5.	Practical Answer Booklets	4,000 No.	

II. Specifications for Exam Answer Booklets

Colour of Section B Answer Booklet	Green Colour
No. of pages for Section B Answer Booklet	28 & 40 Pages
Colour of Section C Answer Booklet	Maroon Colour
No. of pages for Section C Answer Booklet	28 & 40 Pages
Colour of Practical Answer Booklet	Black and White
No. of Pages for Practical Answer Booklet	4 Pages
Paper Quality	100 GSM
Size of “Section B” and “Section C” Answer Booklets	A4 (Landscape)
Size of Practical Answer Booklet	Legal
Others	The identification points in the 1 st & 2 nd page of “Section B & Section C” Answer Booklets are displayed in the model copy (provided) and last page for rough work
Section B Answer Booklet Serial No. for 28 Pages	Starts from 02901
Section C Answer Booklet Serial No. for 28 Pages	Starts from 02901
Section B Answer Booklet Serial No. for 40 Pages	Starts from 04401
Section C Answer Booklet Serial No. for 40 Pages	Starts from 04401
Practical Answer Booklet Serial No.	Starts from 08001

Note: Sample copy of the Answer Booklet should be submitted by vendor for confirmation of Examination Cell, AIIMS Mangalagiri.

III. Technical Bid Documents

All the documents mentioned below are mandatory and are to be placed in the Technical Bid Envelope. They should be duly signed and pages numbered.

a) **The firm should provide an undertaking for acceptance of Terms & Conditions of AIIMS Mangalagiri** against the NIQ. It should be printed on the Letter Head of participating Bidder Company, duly signed and accompanied with Technical Bid Document as per **Format given at Annexure-II.**

b) **Copy of Certificates/Standards for confirming the Quality of Supplied product:** The quoted Item/Items should have applicable quality mark such as **ISI/BIS/ISO 9002** for Quality assurance in Production and its utmost safety compliance for use in patient care should be mentioned and the copy of such applicable certification must be enclosed with the Technical Bid.

c) Purchase Order / RC Copy from INI such as AIIMS Delhi, PGI Chandigarh, JIPMER, SGPGIMS, RML, State Government and Prominent Private Organizations, for the rate reasonability for the earlier supplied items, in the last financial years, if any.

d) **Delivery period:** Delivery period of the items shall be **21 days** from the issue of supply order. The period of delivery as communicated through purchase/Supply order has to be strictly followed by the Supplier.

e) **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.

f) **Warranty Period:** Should be clearly mentioned in the quotation as per the OEM or company norms.

III. Financial Bid Documents:-

a) **Price Basics:** Unit base price should be inclusive of GST and all applicable expenses up to F.O.R (Freight on road) at AIIMS Mangalagiri.

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

c) **Price Quotation Format:** Price should be quoted in the “Financial Bid” **format given at Annexure-I** strictly by the vendor and cannot exceed Rs.2.5 Lakhs.

IV. The outer envelope should be super scripted as “**Supply of Examination Answer Booklets**” at **AIIMS Mangalagiri**, and provided in sealed condition for the supply of item/items detailed in the Schedule of Requirement. All quotations should be type written or written with indelible ink, duly signed, stamped and pages numbered. Over written and erased entries will not be considered and treated as deleted entries.

V. The duly sealed and super scribed Quotations should reach **Procurement Cell, Admin & Library Building, 2nd Floor, Room no. 236, AIIMS Mangalagiri, Guntur-522503 by 15:00 hrs on 18 / 10 / 2022**

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

Financial Bid (Price Quotation)

(Strictly in the format given below in a sealed Envelope to be typed in the Letter head of the Supplier Agency and super scripted at “Financial Bid”)

“NIQ for Supply of Exam Answer Booklets” at AIIMS Mangalagiri.

Quotation Reference No: - AIIMS/MG/Procurement/06/Exam Answer Booklets

Dated: / /2022

S. No	Description of Item with its required Technical Specifications	Required Quantity	Brand/ Cat No./HS N Code	Price per unit in Rs.	GST%	Unit Rate Including GST in Rs.	Total price of Required Quantity (In ₹) 8=(3×7)
1	Section B (Green Colour, 28 Pages) <small>(Specifications are mentioned at page No.1)</small>	1,500 No.					
2	Section C (Maroon Colour, 28 Pages) <small>Specifications are mentioned at page No.1)</small>	1,500 No.					
3	Section B (Green Colour, 40 Pages) <small>Specifications are mentioned at page No.1)</small>	600 No.					
4	Section C (Maroon Colour, 40 Pages) <small>Specifications are mentioned at page No.1)</small>	600 No.					
5	Practical Answer Booklets (Black & White, 4 Pages) <small>Specifications are mentioned at page No.1)</small>	4,000 No.					
Total Price in Rs.							

Note: Sample Exam Answer Booklets to be submitted along with NIQ Bid documents.

Name(s) & Signature of the Bidder with Stamp/Seal

Name of the Firm

.....

Address of the firm

.....

GST No.....

Contact Details: Cell No.

Email Id:

Authorized Signatory:

.....

Undertaking for Acceptance of Terms & Conditions of AIIMS Mangalagiri

“NIQ for Supply of Exam Answer Booklets” at AIIMS Mangalagiri.

To

**The Director,
AIIMS Mangalagiri,
Andhra Pradesh.**

Sir,

1. The undersigned hereby certifies that I have gone through the terms and conditions mentioned in the NIQ document and undertake to comply with them. I have No Objection to any of the content of this NIQ document and I undertake not to submit any complaint/ representation against the NIQ after submission date and time of the NIQ. The rates quoted by me/us are valid and binding on me/us for acceptance till 180 days after opening of bid.

2. I/We undersigned hereby bind myself/ourselves to ALL INDIA INSTITUTE OF MEDICAL SCIENCES MANGALAGIRI ANDHRA PRADESH, to supply the approved awarded Consumables/Equipment/Instruments/Apparatus/items at approved prices to AIIMS Mangalagiri during the period.

3. The Items shall be of the best quality and of the kind as per the requirement of the institution. The decision of the Director, AIIMS Mangalagiri, India (hereinafter called the said officer) with regards to the quality and kind of items shall be final and binding on me.

4. Should the said officer deem it necessary to change any article on being found of inferior quality, it shall be replaced by me/us free of cost in time to prevent inconvenience.

5. I/We hereby undertake to supply the items during the validity of this NIQ as per directions given in supply order within stipulated period positively.

6. I/We undertake to supply the Consumables/equipment/stores within 21 days and if I/We fail to supply the order during the stipulated period, necessary action can be taken by the Director, AIIMS Mangalagiri, India; and AIIMS Mangalagiri has full power to compound the loss through imposing penalty as per the Terms and Condition of this NIQ or forfeit the Bid Security/security deposit.

7. I/We undertake that if the rates of any items are lowered due to any reason, I will charge the lower rates. I/We undertake that the rates quoted by me when approved and selected by the Director, AIIMS Mangalagiri will be valid for one year from the date of approval of the rate contract.

8. I/ We undertake that the quoted rates are not higher than that approved in any other Govt. Institutions in India for the same items during the current financial year.

9. I/we do hereby confirm that the prices/rates quoted are fixed and are at par with the prices quoted by me/us to any other Govt. of India/Govt. Hospitals/Medical Institutions/PSUs. I/we also offer to supply the Consumables/Equipment/stores at the prices and rates not exceeding those mentioned in the price bid or MRP in any condition.

10. I/We undertake that the items supplied are as per Demonstration/Catalogue/technical literature description submitted along with Technical Bid.

11. I/We declare that no legal/financial irregularities are pending against the proprietor/partner of the Supplier Agency or manufacturer.

Signature of the Supplier Agency Authorized Signatory with seal of the firm

(Authorized Signatory)

Place

Date

Affirmation

I pledge and solemnly affirm that the information submitted in this NIQ Document is true to the best of my knowledge and belief. I further pledge and solemnly affirm that nothing has been concealed by me and if anything adverse comes to the notice of purchaser during the validity period The Director, All India Institute of Medical Sciences, Mangalagiri (A.P.) will have full authority to take appropriate action as he/she may deem fit.

Signature of the Supplier Agency Authorized Signatory with seal of the firm

(Authorized Signatory)

Place

Date

SECTION - B

Bar Code:

अखिल भारतीय आयुर्विज्ञान संस्थान / All India Institute of Medical Sciences
मंगलगिरि, आंध्रप्रदेश/ Mangalagiri, Andhra Pradesh

Course : Subject :
Year : Paper :
Date :

INSTRUCTIONS TO CANDIDATES

1. Do not copy from the papers of any other candidate. Do not permit your papers to be copied or attempt to obtain, give irregular assistance of any kind.
2. Any candidate found copying will be disqualified, and will also be liable to disciplinary action.
3. Do not leave your seat without permission of the invigilator.
4. Do not leave examination hall without handing over answer books to the invigilator.
5. Do not write your name on the answer book.
6. Write on both sides of the pages of answer book.
7. Observe silence in the examination hall. Disorderly or improper conduct will be liable to expulsion from examination hall.
8. Put the number of the question at the beginning including parts of the question; as the case may be) before your write answer to any question (along with part of question, if applicable). Marks may be deducted if you fail to do so or if you wrongly number a question.
9. Any candidate trying to approach an examiner will be seriously dealt with.
10. Candidates are under the disciplinary control of the supervisor and are required to obey the instructions of the supervisor.
11. Failure to observe these instructions/regulations may entail disqualification from the examination, paper and any subsequent examinations of the candidate.
12. The answer sheet has sufficient number of pages to write answers to all questions. No supplementary answer sheets will be provided.
13. Last page of the answer booklet is allotted for ROUGH WORK (Page No.28). This will not be read by the examiner.
14. Use Blue Ball Point pen for writing the Answers.

- Fill in relevant boxes in cover page
- Leave margin(on left and top)
- Observe Instruction No.7&12 carefully

Q.No		Marks Awarded
Total Marks	In digits	
	In words	

Sign of Examiner :

Name of Examiner:.....

Bar Code:

Serial No : **02147**

SECTION - B

Registration No :

Name of the Exam :

Subject :

Paper :

Date :

Sign of Invigilator:

AIIMS MANGALAGIRI

**DO NOT
WRITE**

Page 2 of 28

**AHIMS MANGALAGIRI
ROUGH WORK**

Page 28 of 28

SECTION - C

Bar Code:

अखिल भारतीय आयुर्विज्ञान संस्थान / All India Institute of Medical Sciences
मंगलगिरि, आंध्रप्रदेश/ Mangalagiri, Andhra Pradesh

Course : Subject :
Year : Paper :
Date :

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2. Any candidate found copying will be disqualified, and will also be liable to disciplinary action.
3. Do not leave your seat without permission of the invigilator.
4. Do not leave examination hall without handing over answer books to the invigilator.
5. Do not write your name on the answer book.
6. Write on both sides of the pages of answer book.
7. Observe silence in the examination hall. Disorderly or improper conduct will be liable to expulsion from examination hall.
8. Put the number of the question at the beginning including parts of the question; as the case may be) before your write answer to any question (along with part of question, if applicable). Marks may be deducted if you fail to do so or if you wrongly number a question.
9. Any candidate trying to approach an examiner will be seriously dealt with.
10. Candidates are under the disciplinary control of the supervisor and are required to obey the instructions of the supervisor.
11. Failure to observe these instruction/regulations may entail disqualification/exclusion from the examination, paper and any subsequent examinations of the institute.
12. The answer sheet has sufficient number of pages to write answers of all questions. No supplementary answer sheets will be provided.
13. Last page of the answer booklet is allotted for ROUGH WORK (Page No.28). This will not be read by the examiner.
14. Use Blue Ball Point pen for writing the Answers.

- Fill in relevant boxes in cover page
- Leave margin(on left and top)
- Observe Instruction No.7&12 carefully

Q.No	Marks Awarded	
Total Marks	In digits	
	In words	

Sign of Examiner :

Name of Examiner:.....

Bar Code:

Serial No : 01848

SECTION - C

Registration No :

Name of the Exam :

Subject :.....

Paper :.....

Date :.....

Sign of Invigilator:

AIIMS MANGALAGIRI

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Page 2 of 28

AIIMS MANGALAGIRI

Page 3 of 28

**AIIMS MANGALAGIRI
ROUGH WORK**

Page 28 of 28

SECTION - B

Bar Code:

अखिल भारतीय आयुर्विज्ञान संस्थान / All India Institute of Medical Sciences
मंगलगिरि, आंध्रप्रदेश/ Mangalagiri, Andhra Pradesh

Course : Subject :
Year : Paper :
Date :

INSTRUCTIONS TO CANDIDATES

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- Do not leave examination hall without handing over answer books to the invigilator.
- Do not write your name on the answer book.
- Write on both sides of the pages of answer book.
- Observe silence in the examination hall. Disorderly or improper conduct will be liable to expulsion from examination hall.
- Put the number of the question at the beginning including parts of the question; as the case may be) before you write answer to any question (along with part of question, if applicable). Marks may be deducted if you fail to do so or if you wrongly number a question.
- Any candidate trying to approach an examiner will be seriously dealt with.
- Candidates are under the disciplinary control of the supervisor and are required to obey the instructions of the supervisor.
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- The answer sheet has sufficient number of pages to write answers to all questions. No supplementary answer sheets will be provided.
- Last page of the answer booklet is allotted for ROUGH WORK (Page No.28). This will not be read by the examiner.
- Use Blue Ball Point pen for writing the Answers.

- Fill in relevant boxes in cover page
- Leave margin(on left and top)
- Observe Instruction No.7&12 carefully

Q.No	Marks Awarded	
Total Marks	In digits	
	In words	

Sign of Examiner :

Name of Examiner:.....

Page 1 of 40

Bar Code:

Serial No : 02147

SECTION - B

Registration No :

Name of the Exam :

Subject :

Paper :

Date :

Sign of Invigilator:

AIIMS MANGALAGIRI

**DO NOT
WRITE**

Page 2 of 40

AIIMS MANGALAGIRI

**AIIMS MANGALAGIRI
ROUGH WORK**

Page 40 of 40

AIIMS MANGALAGIRI

**DO NOT
WRITE**

Page 2 of 40

**AIIMS MANGALAGIRI
ROUGH WORK**

Page 40 of 40

अखिल भारतीय आयुर्विज्ञान संस्थान / All India Institute of Medical Sciences
मंगलगिरि, आंध्रप्रदेश / Mangalagiri, Andhra Pradesh

Professional Examination
Practical Answer Sheet

Sr. No. : **04881**

Course :

Year :

Subject :

Registration No. :

Date :

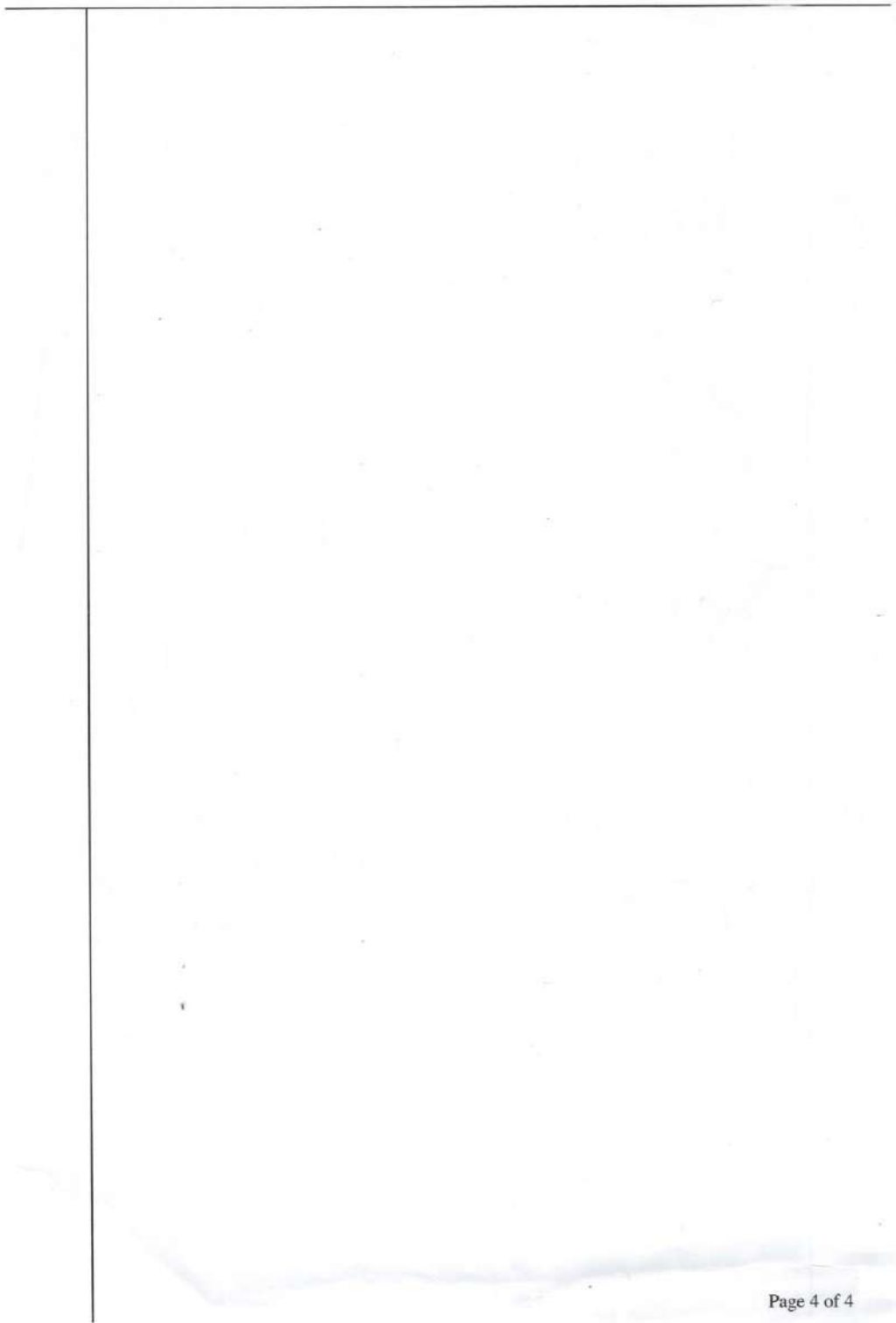


Page 1 of 4



Page 2 of 4





Page 4 of 4