



**OFFICE OF THE DEAN & PRINCIPAL**

**VSS INSTITUTE OF MEDICAL SCIENCES & RESEARCH: BURLA**

Notice No. 1988 /Edn./ VIMSAR/ Burla Date 02.11.2022

Sealed Quotation are hereby invited by the Undersigned from the reputed Local firm/printers/supplier and registered firm under GST Act with validity for a period of one year towards printing and supply of records/register/Demand register/CLC/Conduct certificate etc. during the current financial year,2022-23.So as to reach the office of the undersigned on or before 09.11.2022 at 1 PM through Speed Post/Regd. post/Carrier service only, that will be opened on same date at 5 PM. The Interested firm are requested to visit education Section on office hour to take sample copy of required items towards printing. The supplier or their authorised agents may attend at the time of opening the sealed quotation.

The term & Condition of quotation along with required documents mentioned in the separate sheet (Annexure-A). The required documents will must be submitted alongwith sealed quotation by the firms.

The undersigned committee reserved to right to accept or reject any or all the quotation without assigned any reason thereof .

**TERM & CONDITIONS:- (ANNEXURE-A)**

1. The Tenderer/ Quotation should be a Registered firm/supplier under GST Act.
2. The Printing rates should be inclusive of all taxes except GST charged should be clearly mention in the quotation .
3. The delivery of the items should be made in the office of the VIMSAR, Burla.
4. Any conditional Tender/Quotation will not be accepted .
5. The rates should be valid for a period of one year from the date of approval.
6. If any information/documents furnished by the Tenderer/ Quotation with the Tender/Quotation papers are found to be mis-leading or in-correct, at any stage their Tender/Quotation will be cancelled.
7. The Quotation Should be furnished in time with sealed Cover super scribed as “ Quotation for Printing & Supply of record/ Register/ PG & UG Admission Broachers etc.”
8. The following documents will be enclosed in the Sealed Quotation.
  - a. Attested copy of GST Registration certificate.
  - b. Attested copy of PAN card
  - c. Rs.2000/- in Shape of NSC/BD duly pleased in favour of Dean & Principal, VIMSAR, Burla should be deposited as EMD which will be refunded after selection the rates.

**List of required printing Item**

|    |  |    |                           |
|----|--|----|---------------------------|
| 01 | SPM Records  | 09 | Pharmacology case Records |
| 02 | O&G Case Records   | 10 | Medicine Case Records     |
| 03 | ENT Case Records   | 11 | Surgery case Records      |
| 04 | EYE Case Records   | 12 | MBBS SPM Log Book         |
| 05 | Anatomy Histology Records  |    |                           |
| 06 | PG Log Book  |    |                           |
| 07 | Printing and supply of Book.No.365 A Log Book for Intern as per Sample and Specification |    |                           |
| 08 | Printing & Supply of ATCOM Book  |    |                           |

Memo No. 1989 /VIMSAR, Burla

**Copy to -**

1. Director, VIMSAR, Burla for favour of information & necessary action .
2. College web-site for wide circulation of sealed tender call Notice.
3. College Notice Board for information of local firm/Suppliers
4. Superintendent /Account Officer/ Administrative Officer for favour of information and necessary action. They are requested to please remain present at the time of opening the Sealed Tender on Dt.09.11.2022 at 5 PM in the Office Chamber, VIMSAR, Burla.

*Don*  
1.11.2022  
Dean & Principal  
VIMSAR, Burla  
27-10-2022  
Dated 02.11.2022

*Don*  
1.11.2022  
Dean & Principal  
VIMSAR, Burla  
27-10-2022