Our Reference: Short Rate Enquiry No. 02/ENT/Ten20 paste and Nu prep gel/2014-15

Subject: Short Rate Enquiry for purchasing Ten20 conductive paste and Nu-prep gel.

Dear M/s
A short rate enquiry is hereby floated/invited for purchasing following items, in the Department of ENT, AIIMS, New Delhi.

1. **Item Name:** Ten20 conductive paste  
   **Quantity:** 70 nos. (8 OZ jar)  
   **Specification:**  
   - Adhesive  
   - Washable  
   - Non-drying  
   - Easy clean up

2. **Item Name:** Nu-prep gel  
   **Quantity:** 30 nos. (4 OZ tube)  
   **Specification:**  
   - Adhesive  
   - Washable  
   - Non-drying  
   - Easy clean up

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**TERMS & CONDITIONS:**

1. The quotation should be addressed to ‘Professor & Head, Department of ENT, AIIMS, New Delhi -29’ and sent by post/ courier by 30 April 2014 up to 5.00 p.m.. Quotations should be sealed in an envelope and the reference no. clearly written on top of the envelop. (i.e. quotation for the item .................).

2. The firm must be registered and having TIN no./registration no. (Please mentioned TIN/ registration no. on the bid) or else the quotation will be treated as cancelled.

3. The make/model of the article offered should invariably be quoted. Quotation should be typed/ written in ink. No overwriting or erased entries should be there in the quotation. **The rates should be valid for at least three months.**

4. VAT/Sales tax or any other kind of tax(s) must be mentioned separately as applicable on the item. In case no sales tax is chargeable, prices must be quoted as NET PRICE.

5. The firm should be competent to supply the item at the mentioned place/location within 30 working days after issuing the Supply Order.

6. The payment will be made electronically viz RTGS/NEFT after delivery and inspection of the item.

7. The Professor & Head, Deptt. of ENT, has reserves the right to cancel/reject full or any part of the rate enquiry which generally do not fulfill the conditions stipulated in the rate enquiry.

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