To:  
M/s  

Our Reference: Short Rate Enquiry No. 02/Dr. K.S./ENT/Surg. Instru./ A-171/13-14  
Subject: Short Rate Enquiry for purchasing chemicals, reagents and glassware items under project A-171.

Dear M/s,

A short rate enquiry is hereby floated/invited for purchasing the following chemicals, reagents and glassware items for intramural research project A-171, in Department of ENT, AIIMS, New Delhi.

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Item name</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Paraformaldehyde 95-97% pure</td>
<td>10 x 500 gm</td>
</tr>
<tr>
<td>2</td>
<td>Sodium Dihydrogen Phosp</td>
<td>08 x 500 gm</td>
</tr>
<tr>
<td>3</td>
<td>DiSodium Hydrogen OPphosphate Dih</td>
<td>24 x 500 gm</td>
</tr>
<tr>
<td>4</td>
<td>EDTA Disodium slat AR</td>
<td>20 x 500 gm</td>
</tr>
<tr>
<td>5</td>
<td>Flat Bottom Flask 500 ml</td>
<td>02 nos.</td>
</tr>
<tr>
<td>6</td>
<td>Measuring cylinder 500 ml</td>
<td>02 nos.</td>
</tr>
<tr>
<td>7</td>
<td>Reagent Bottle 2000ml</td>
<td>04 nos.</td>
</tr>
<tr>
<td>8</td>
<td>Beaker 1000 ml</td>
<td>04 nos.</td>
</tr>
<tr>
<td>9</td>
<td>Slid Box 100 slides</td>
<td>03 pkts.</td>
</tr>
<tr>
<td>10</td>
<td>Coplin Jar</td>
<td>24 pcs.</td>
</tr>
<tr>
<td>11</td>
<td>DPX Mountant</td>
<td>1 x 250ml</td>
</tr>
<tr>
<td>12</td>
<td>Cover slip 22x50mm</td>
<td>20 pkts.</td>
</tr>
<tr>
<td>13</td>
<td>Glass slide 75x25mm</td>
<td>20 pkts.</td>
</tr>
<tr>
<td>14</td>
<td>Sodium Hydroxide Pellets</td>
<td>1 x 500gm</td>
</tr>
<tr>
<td>15</td>
<td>Aluminium foil</td>
<td>1 x 1 kg. roll</td>
</tr>
<tr>
<td>16</td>
<td>Xylene Sulphur Free SQ</td>
<td>2 x 2.5 litr.</td>
</tr>
<tr>
<td>17</td>
<td>SQ Acetone</td>
<td>2 x 2.5 litr.</td>
</tr>
<tr>
<td>18</td>
<td>1-Butanol for synthesis</td>
<td>2x 500 ml</td>
</tr>
<tr>
<td>19</td>
<td>Gelatin Purified</td>
<td>1x500 gm</td>
</tr>
<tr>
<td>20</td>
<td>Funnel plain 60 angle 100mm</td>
<td>06 nos</td>
</tr>
<tr>
<td>21</td>
<td>Filter paper no. 1; 15 cm</td>
<td>01 pkt.</td>
</tr>
</tbody>
</table>
TERMS & CONDITIONS:

1. The quotation should be addressed to ‘Dr. Kapil Sikka, Assistant Professor, Department of ENT, Room No. 4061, AIIMS, New Delhi-29’ and sent by post/ courier by 16 March, 2014 up to 1.00 p.m. The quotations will be open on same day at 2:30 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 one Month.

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 under signed has reserves the right to call the firm to physical demonstration of item to verify the quality of offered item. The firm must have to demonstrate the product within 2 days of requisition, failing which the bid will be rejected.

6. The firm should be competent to supply the item at the mentioned place/location within 7 working days after issuing the Supply Order.

7. The payment will be made electronically viz RTGS/NEFT after delivery and satisfactory installation of the item. The following information should be also mentioned in the invoice:
   a. Name of the beneficiary:
   b. Account No. of the beneficiary:
   c. IFCS code of the bank/branch:

8. The quantity can be increased or decreased depending on availability of budget

9. The under sign 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.

(Sd-)

Dr. Kapil Sikka
Assistant Professor &
Principal Investigator
Project: A-171
4 March 2014

Officer In-charge
Computer Facility
AIIMS

**Subject: Regarding up-loading short rate enquiry on Institute web-site.**

Sir,

Please find contents to up-loading on Institute web-site to inviting the quotations to purchase items under Project code no. A-171.

The titles for both enquiries will be as follows

1. Short Rate Enquiry for purchasing Surgical Instruments under project A-171
2. Short Rate Enquiry for purchasing chemicals, reagents and glassware items under project A-171

The soft copy of contains also send to computer facility mail account contentprovider.aiims@gmail.com.

Thanking you,

Dr. Kapil Sikka
Assistant Professor