

**DEPARTMENT OF ENT
ALL INDIA INSTITUTE OF MEDICAL SCIENCES
ANASARI NAGAR, NEW DELHI -110029**

15 May 2014

Our Reference: Short Rate Enquiry No. 04/ENT/EMG Injection Needle/2014-15

Subject: Short Rate Enquiry for purchasing EMG Injection Needle.

Dear M/s

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

1. Item Name: EMG Injection needle (Size 27G x 37mm)

Quantity : 10 packets.

2. Item Name: Non sterile surface electrodes

Quantity : 10 packets.

3. Item Name: 9V batteries (Make: Duracell)

Quantity : 20 nos.

TERMS & CONDITIONS:

1. The quotation should be addressed to 'Professor & Head, Department of ENT, AIIMS, New Delhi -29' and sent by post/ courier by **15 June 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 department have reserve the rights to call demonstration of offered product, to verify the quality of product. If the offered product does not meet the requirement, will not be consider for purchase.**
7. The payment will be made electronically viz RTGS/NEFT after delivery and inspection of the item.
8. 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.

Dr. Chirom Amit Singh

Assistant Professor &

Faculty in-charge Deptt. Stores