

ALL INDIA INSTITUTE OF MEDICAL SCIENCES
DEPARTMENT OF LAB MEDICINE
ANSARI NAGAR, NEW DELHI-110029
(STORES SECTION)

REQUEST FOR QUOTATION (RFQ)

Ref. No.: 1120/LabMed/MicroSection/2025-26

Date: 13.08.2026

Subject: Request for Quotation for Procurement of Anti HEV IgM ELISA Kits for the Microbiology Section, Department of Laboratory Medicine, AIIMS, New Delhi.

On behalf of the Head, Department of Laboratory Medicine, AIIMS, New Delhi, sealed quotations are invited from eligible manufacturers/authorized distributors/authorized dealers for the procurement of Anti HEV IgM ELISA Kits for the Microbiology Section, Department of Laboratory Medicine, AIIMS, New Delhi.

The procurement is being undertaken under the provisions of Rule 155 of GFR, 2017 and other applicable procurement guidelines, following approval of the Competent Authority.

Schedule of Requirement

Sl. No.	Name of Item	Specification	Quantity
1	Anti HEV IgM ELISA Kit	Anti Hepatitis E Virus (HEV) IgM ELISA Kit	08 Kits*

*The bidder shall clearly specify the pack size, number of tests, catalogue number, manufacturer/brand and country of origin in the quotation.

1. Submission of Quotations

Interested firms may submit their quotations in a sealed envelope superscribed:

"Quotation for Procurement of Anti HEV IgM ELISA Kits – Microbiology Section, Department of Laboratory Medicine, AIIMS, New Delhi"

The quotation shall be addressed to:

The Head of Department
Department of Laboratory Medicine
2nd Floor, AIIMS, New Delhi – 110029

and must be submitted in the HOD Office, Department of Laboratory Medicine on or before:

Last Date & Time of Submission: 25.08.2026 up to 03:00 PM



2. Submission of Bid

The quotation shall be submitted in a single sealed envelope containing both the techno-commercial bid and the financial bid.

The sealed envelope should clearly mention:

- i. Reference Number of the RFQ
- ii. Description: **"Quotation for Procurement of Anti HEV IgM ELISA Kits – Hematology Section, Department of Laboratory Medicine"**
- iii. Due date for submission of quotation
- iv. Due date for opening of quotation

Quotations submitted without a sealed and properly marked envelope may be rejected.

3. Scope of Supply

The successful bidder shall supply:

Sl. No.	Item	Quantity
1	Anti HEV IgM ELISA Kit	08 Kits

The supplied material shall:

- Be supplied in original manufacturer's sealed packing.
- Have clearly printed batch number, manufacturing date and expiry date.
- Have a minimum residual shelf life of 12 months from the date of supply.
- Be accompanied by the manufacturer's Certificate of Analysis (CoA), wherever applicable.
- Meet standard laboratory quality requirements.
- Be supplied with all components/reagents required for performing the specified number of tests as per the manufacturer's standard kit configuration.

Vendors should clearly mention the manufacturer's name, catalogue number, brand, pack size, number of tests, country of origin and regulatory/quality certification details, wherever applicable, in their quotation.

4. Terms & Conditions

1. Rates shall be quoted in Indian Rupees (INR) indicating:
 - o Basic Price
 - o GST (%)
 - o Total Price (inclusive of all taxes, packing, forwarding, freight and delivery charges).
2. Only sealed quotations shall be accepted. Quotations received through e-mail, WhatsApp or any electronic mode shall not be considered.
3. The supplied item shall be freshly manufactured and have a minimum residual shelf life of **12 months** from the date of supply.
4. The bidder shall submit the following documents:
 - o Valid GST Registration Certificate



- PAN
 - Non-Blacklisting Certificate
 - Fall Clause Certificate
 - Copy of previous Supply Orders (if available)
 - Manufacturer's Authorization Certificate (where applicable)
5. Delivery shall be completed within 45 days from the date of issue of the Supply Order.
 6. Material shall be delivered at the Department of Laboratory Medicine, AIIMS, New Delhi.
 7. Inspection shall be carried out by the user department.
 8. Payment shall be released as per AIIMS rules after satisfactory receipt, inspection and acceptance of the supplied material.
 9. AIIMS reserves the right to accept or reject any or all quotations without assigning any reason.
 10. The quotation shall remain valid for 120 days from the last date of submission.

5. Evaluation Criteria

1. Only technically responsive quotations shall be considered.
2. The bidder quoting the overall lowest price (L-1), inclusive of all taxes and charges, shall be considered for award of Supply Order, subject to fulfilment of all technical and commercial requirements.

6. Liquidated Damages / Penalty

If the supply is not completed within the stipulated delivery period, the following penalties shall apply:

- a) **First extension:** One month or part thereof – 2% of the order value.
- b) **Second extension:** Additional one month or part thereof – 3% of the order value.
- c) **Failure to supply:** Penalty of 7.5% of the order value may be imposed and further action may be taken as per applicable procurement rules.

Copy for Information:

1. PA to HOD, Lab Medicine
2. Faculty In-Charges (Stores)


Stores Officer
(Dept. of Lab Medicine)
 भण्डार अधिकारी
STORES OFFICER
 लक्ष्मीनारायण विज्ञान विभाग / Dept. of Lab. Medicine
 आर्य समाज, नई दिल्ली 110 029


 13/11/26