

**Hamdard Institute Medical Science & Research and Associated
HAH Centenary Hospital.
Jamia Hamdard, New Delhi-110 062**

Date: 23/08/2017

Advt. no.01/2017

Quotation for Printing and Supply of Stationery items

Sealed quotations are invited for award of annual rate contract for printing and supply of different types of stationery items of the HIMSR/ HAH Centenary Hospital, Jamia Hamdard. Details of items printing material and other terms & conditions are given in the Annexure-II. Quotations (Technical bid as per Annexure I and financial bid as per Annexure-II) should be submitted in sealed cover superscribing on the outer envelope “Quotation for Printing and Supply of Stationery” addressed to Head Finance & Administration HIMSR/ HAH Centenary Hospital Jamia Hamdard New Delhi-110062 by 8th September 2017, before 2 pm. The Quotation would be opened on the same date at 4 pm in presence of interested parties, if any. The Samples of paper shall be attached with quotation. However sample of printing of required items are available in the hospital, (General stores 6th Floor HAHC Hospital B-Block.)

Head Finance & Administration.

Technical Bid

Annexure-I

1. Name of the Organization _____
2. Address _____
3. E.mail _____ 4. Contact no. _____
5. Status of Organization _____
6. Registration No. _____ 7. Date of Incorporation _____
8. PAN No. _____ 9. GST No. _____
10. Annual Turnover Last 3 years, (Enclose ITR of Last 3 years- a.2014-15, b.2015-16, c.2016-17
11. Details of Plant & Machinery /Equipment's
12. Manpower Position. _____
13. Earnest Money Deposit: DD No. _____ Date: _____ Rs. _____
14. Bank Name: _____
15. Tender fee: _____ DD No. _____ Date: _____ Rs. _____
16. Bank Name: _____

Signature with Seal of Tenderer.

Note:

**i / Cost of Tender is Rs.1000/-- which shall be paid by Demand Draft in favour of
HAH CENTENARY HOSPITAL, payable at New Delhi.**

**ii / The earnest money deposit would be Rs.1 lakh (One Lakh) payable by DD in favour of
HAH CENTENARY HOSPITAL, payable at New Delhi.**

