GOVERNMENT OF INDIA
MINISTRY OF HEALTH & FAMILY WELFARE
LADY HARDINGE MEDICAL COLLEGE & SMT. S. K. HOSPITAL
NEW DELHI
STORES SECTION

SPEED POST

Ref.No: 11-26/Stores/LQ/Linen/2012-13/ 169
Dated: 01st August 2012

(RATE ENQUIRY)

From,
Stores Officer
Lady Hardinge Medical College &
Smt. S. K. Hospital, New Delhi-110001.

To,
M/s.M.S.S.I.D.C. Ltd
A/8 Emporium Building Baba Kharak Singh Marg New Delhi 110001

Dear Sir,

Please furnish your quotations on the letter head of your company for the supply of the under mentioned items enumerated as per schedule given below in a sealed envelope ("DO NOT OPEN-LIMITED RATE QUOTATION FOR ABDOMINAL SPONGE" written over it) so as to reach the Stores Officer, Lady Hardinge Medical College & Smt. S. K. Hospital New Delhi-110001 on or before 09th August 2012. Instructions for bidders are also enclosed herewith.

Thanking you.

Yours Sincerely,

[Signature]
Stores Officer
For & On Behalf Of Director
Lady Hardinge Medical College & Smt. S. K. Hospital
New Delhi-110001
<table>
<thead>
<tr>
<th>No</th>
<th>Description of Stores/Services</th>
<th>Specification</th>
<th>Unit of Account</th>
<th>Rate/Unit In words &amp; figure (VAT/CST should be clearly indicated)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Abdominal Sponge (Cotton Veils)</td>
<td>28x 28cm (12 Ply of Highly Absorbent Gauze With Tail And Radio-opaque Line)</td>
<td>Each</td>
<td></td>
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</table>

**INSTRUCTIONS TO TENDERERS**

1. Rate for only such items which are readily available and can be supplied immediately may please be quoted.

2. Supply must be of first class quality and in accordance with the specifications provided by the institution.

3. The prices quoted must be net per unit shown overleaf in the schedule and must include all charges for packing and delivery to this institution. Refunds on account of returnable packages such as drums, barrels, cases etc. (if any) are to be separately specified. Prices & refunds must be clearly shown in figures and words.

4. Supplies are to be delivered between 11.00 am to 3.00 pm. Only on working days.

5. Surgical instruments and appliances must be imprinted with makers name & year of manufacturing, if applicable.

6. No figures or words should be overwritten.

7. The rates of **VAT/CST should be clearly indicated** wherever applicable.

8. In case of excisable articles the rates quoted must be net after adding excise duty.

9. When a rate enquiry run into several pages each page must be signed by you. Against those items for which you are not quoting please mark **“Not Quoting”**. Unsigned quotations will be ignored.

10. Samples against your quotations if & when called, should be furnished promptly by the dated stipulated. Failure to do so will entail your quotations being ignored. Frequent lapses in this respect may result in the removal of the name of your concern from the approved list of contractors.

11. Please note that the date of delivery indicated in the supply order must be adhered to strictly. **2% per week penalty will be charged against late supply which is maximum to 10%**. Director may cancel any order at their discretion. Repeated instances of failure to supply stores by stipulated date of delivery will entail removal of your name from our registration.

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