

**DR BHUBANESWAR BOROOAH CANCER INSTITUTE**  
*A Grant-In-Aid Institute of Department of Atomic Energy, Govt. of India And a unit of  
Tata Memorial Centre (Mumbai)*  
A. K. Azad Road, Gopinath Nagar, Guwahati-781016, Assam, India  
Telefax : 0361-2472636 Email :  
[bbei\\_info@yahoo.co.in](mailto:bbei_info@yahoo.co.in)

NIT No. BBCI-TMC / Gen-327 / 3315 / 2022

Date: 28.07.22

**TENDER FORM**

Sealed Tender are invited from eligible bidders by the Director, Dr Bhubaneswar Borooah Cancer Institute (BBCI), A.K. Azad Road, Gopinath Nagar, Guwahati 781016 in two-part basis i.e. Technical Bid (Part-I) and Price Bid (Part-II) for **PRINTING ITEMS** for the period of two years w.e.f. 01-09-2022 to 31-08-2024. Bid documents will be available in our website [www.bbcionline.org](http://www.bbcionline.org) from **01-08-2022** to **16-08-2022** (upto 2:00 pm).

**Important Dates**

<b>Last date &amp; time of submission of sealed tenders</b>	<b>: 16-08-2022 upto: 2:00PM</b>
<b>Opening of sealed tenders</b>	<b>: 16-08-2022 at: 3:00 PM</b>
<b>Date of Opening Technical Bid (Part-I)</b>	<b>: 16-08-2022 at 3:00 PM</b>

**TERMS AND CONDITIONS FOR THE SUPPLY OF ITEMS AS PER THE SCHEDULES ON RATE CONTRACT BASIS FOR THE PERIOD OF 2022-2024 COMMENCING FROM 1<sup>ST</sup> of September 2022 TO 31<sup>ST</sup> of August 2024.**

1. The Director, Dr. Bhubaneswar Borooah Cancer Institute, Gopinath Nagar, Guwahati-781016 invites sealed tenders for the supply of **Printing Items** to Dr. Bhubaneswar Borooah Cancer Institute, Gopinath Nagar, Guwahati-781016.
2. Contractors/Suppliers are requested to sign the Terms & Conditions and special direction to the contractors/Suppliers and submit along with the tender.
3. The tender document downloaded from the website will be accepted only of furnishing of non-refundable tender fee in the form of crossed Demand Draft / Banker's Cheque of Rs. 1,000/- (Rupees one thousand only) separately drawn on any nationalized bank in favour of "Dr. B. Borooah Cancer Institute, Guwahati". The tender fee should be submitted long with the EMD in the Part-I of the tender. However, the tender cost should not be mingled with EMD.
4. Tender for **Printing Items** should be submitted in **two parts**, in two sealed envelopes duly super-scribed as "**TENDER FOR PRINTING ITEMS**", Due Date and E.M.D. Receipt No." on both Parts - I / Part - II.
  - o **Part - I** containing **Technical bids** in complete details, requisite & other relevant documents and original E.M.D Receipt.
  - o **Part - II** containing **Price bid**.

Both Part - I and Part - II tenders addressed to the DIRECTOR, DR. BHUBANESWAR BOROOAH CANCER INSTITUTE, GOPINATH NAGAR, GUWAHATI-781016 should be dropped in the drop box available in the Office of the Director, Dr B Borooah Cancer Institute, on or before **16-08-2022 up to 2:00 pm**. and Tenders which are received late will not be considered.

- The **Part I Technical Bid** will be opened on **16-08-2022 at 3:00 PM** onwards in front of those Tenderers who wish to be present.

- Time and date of opening of **Part II- Price Bid** will be intimated only to the tenderers who are qualified after evaluation of Part I- (Technical Bid) i.e Part II of the tenders will be opened on a date to be intimated later, only if Part I of the bid is technically accepted.
5. No tender will be accepted unless the full amount of the Earnest Money Deposit of **Rs. 20,500/-** (Rupees twenty thousand five hundred only) is paid. EMD is to be paid by **DD in favour of Dr Bhubaneswar Borooah Cancer Institute**. Original receipt must be enclosed along with the tender document (Technical Bid Part-I). **The EMD Receipt number and date should be mentioned on the envelopes (i.e. Technical Bid Part-I & Price Bid part –II)**. The copy money receipt must be kept with the vendor and to be shown at the time of tender submission.
  6. The tenders are invited only from Vendor/Contractor who shall be capable and entirely responsible for executing the composite entire contract. The detailed Schedule is indicated in Annexure.
  7. It is responsibility of the tenderers's to see that the completed bidding documents are deposited in the Tender box kept in Dr. B. Borooah Cancer Institute, Gopinath Nagar, Guwahati-781016. Dr. B. Borooah Cancer Institute on or before the date and time mentioned above for submission of tender, failing which the bid would be considered late and rejected. Mere handing over of the bidding documents at reception or at any other counter or room or person cannot be considered as submission of bid.
  8. Tenders which are received late will not be considered.
  9. The bids received without paying the tender document charges and EMD charges shall not be considered.
  10. **Forfeiture of the E.M.D.**  
If for any reason whatsoever any bidder withdraws his bid at any time prior to expiry of the validity period or after issue of the letter of Rate Contract, Purchase Order, refuses to execute the Purchase Order or furnish the Security Deposit and Performance Guarantee for faithful performance of the contract within the stipulated time, the amount of E.M.D. is liable to be forfeited.
  11. **Refund of E.M.D.**  
E.M.D. of those Vendors/Contractors who are not technically/financially shortlisted will be refunded only after the finalization of the said tender process.
  12. List of the brand technically short-listed will be intimated to the respective vendors.
  13. The successful tenderers will have to enter into a contract for supply of items.
  14. Vendors must fulfill the vendor capability proforma giving all the requisite details, submit all required documents mentioned and return back duly signed.
  15. The Director (BBCI) reserves the right to reject any or all of the tenders without assigning any reason **at any stage**.
  16. The Director, BBCI also reserves the right to extend the validity of the Rate Contract for more than one year as mutually agreed upon.
  17. The Director, BBCI reserves the right to reject, add, reduce, or differ the purchase without assigning any reason at any stage thereof and claim in this behalf in any way shall not be tenable for compensation in one way or the other. In such case the bidder will be refunded with the earnest money deposit without any payment of interest. The Director, BBCI on enquiry will disclose the reasons for rejecting a tender or non-issuing a tender document.
  18. All vendors must disclose the names of their partners, if any. Firms with common Proprietor/Partner or connected with one another either financially or as principal and agent or as master and servant or with proprietor/partners closely related to each other such as husband/wife, father/mother, son/daughter and minor son/daughter and brother/sister and minor brother/sister, shall not tender separately under different names for the same contract. If so found, all such bid(s) shall stand rejected and tender deposit of each firm/establishment shall be forfeited. If it is a private/public Ltd company the names and addresses of the Director, along with their DIN should be submitted.

19. Vendors shall quote firm offers. Conditional offers shall not be considered.
20. The tenders must be valid for acceptance for a period of 6 months from the due date.
21. Late tenders will not be accepted under any circumstances.
22. The vendor shall state the name and address of the authorized agents/ stockiest/distributors through whom the product shall be made available.
23. Vendors who are not the manufacturers must mention the name and address of the manufacturer of the products offered by them. An authority letter from the manufacturer authorizing them to quote for their product is essential. The tender must state the brand name, make etc. of the product offered against every item quoted if applicable. The product offered should be of the same packing and strength as specified in the schedule.
24. The quantities mentioned against each item are estimated biennial quantity & can vary. The item shall be procured whenever required during the contractual period in quantities required from time to time.
25. The vendor/contractor to submit along with tender an affidavit (on Rs.100/- stamp paper) confirming that no case pending against them in court of law, or that no time they were penalized by any court of Law or Regulatory Authority.
26. **Tender must be submitted in the prescribed format duly signed on each page.**
27. **Tenders not submitted in hard copy shall be liable for rejection even if the information provided in CD.**
28. Tenders should be dropped in the drop box available in the Office of the Director, Dr B Borooah Cancer Institute. Tenders submitted in other places will not be accepted.
29. Compliance report on technical bids be clear. If tenderer not quoted or put dash (-) or 'NA' then it will be presumed that quoted price includes those item cost.

**Arbitration**

If any dispute arises out of the transaction in any manner that shall be resolved by the sole arbitrator to be appointed by the Director, BBCI and the contractor/vendor undertakes that he shall accept such appointment even if the sole arbitrator shall be an employee of BBCI. In case such person is not acceptable to the Contractor/Vendor, Director, BBCI shall be the final and sole arbitrator and award given by him shall be final Jurisdiction and binding on the parties. In case of disputes/differences referred as per law to courts, the Honorable Courts in Guwahati will have exclusive Jurisdiction

30. **Governing Law:**

The Law in force in India, from time to time shall only have application, and the courts in Guwahati shall have exclusive Jurisdiction to adjudicate the disputes/differences arising out of this contract.

31. Following documents are attached herewith as a part of NIT:

<b>Annexure A</b>	Format of Vendor capability proforma to be duly filled, signed, stamped and to be submitted with the technical bid (Part-I)
<b>Annexure B</b>	Format of NEFT / RTGS details to be duly filled, signed, stamped and to be uploaded with the technical bid (Part-I)
<b>Annexure C</b>	Format of Notary affidavit of Non-Judicial Stamp Paper of Rs.100/- to be duly filled, signed, stamped and to be uploaded with the technical bid (Part-I)
<b>Annexure D</b>	Format for Technical Bid of the offered items to be submitted by the vendor along with the technical bid (Part-I)
<b>Annexure E</b>	Format for Price Bid of the offered items to be submitted by the vendor along with the Price Bid (Part-II)

Tenders / bidders are requested to read carefully all above mentioned documents (**Annex-A to E and Part I Technical Bid & Part-II Price Bid Documents**) prior to submission of the tender. Information as asked to be filled in various formats should be properly filled and submitted along with the technical offer, Part-I of the tender / bid.

The Director, Dr B Borooah Cancer Institute shall not be responsible in any manner for whatsoever reasons, for delayed / late submission of the tender.

-21-19 28/11 20-

Sr. Administrative Officer  
Dr B Borooah Cancer Institute  
Gowahati 16

## **Part I: Technical Bid**

- 1) **Samples Submission:** The vendors should submit samples (as indicated in respective schedule of items) with a label specifying the Serial No, name of the article and the name of the vendor. All samples should be submitted to the Stores Dept, of Dr. B. Borooah Cancer Institute on or before **16-08-2022**. The vendors quoting for the Printing Items should provide proper printed items as per the sample & not just the paper samples. BBCI reserves the right to reject the offer in absence of proper sample in a quantity mentioned.
- 2) If vendor wish to see the samples, samples are available in the Stores department, Dr. B. Borooah Cancer Institute.
- 3) **The quotation document is necessarily required to be accompanied by a quotation in Excel 2007 format in the CD provided.** Vendor should bring format in another CD in case the CD enclosed with the Tender does not open. The columns have been formatted specifically and should not be changed. In case there is a difference between the soft copy and the hard copy, the hard copy will be considered as the official bid. The hard copy should be signed on each page of the form of the tender.
- 4) There should not be any discrepancy in the rate quoted in CD and hard copy. In case of any difference the price quoted in hard copy will be considered.
- 5) Vendors must fulfill the vendor capability proforma giving all the requisite details, submit all required documents mentioned and return back duly signed.
- 6) For Printing Items, preference shall be given to vendors having Printing Press within City and experience in Hospital Printing Items for minimum 3 years.
- 7) The Tenders must be accompanied by the following documents wherever necessary:
  - a) Name and address of all Partners/ Director of the firm
  - b) Complete Literature of the products offered.
  - c) GST Registration Certificate
  - d) Copy of the Factories Act Registration or Shops and Establishments Act Registration or small-scale Industries registration as applicable.
  - e) Letter of authority from the Manufacturer if the supplier is dealer or agent of the firm.
  - f) Material Safety Data Sheet for all chemicals reagents, disinfectants and kits.
  - g) Analytical testing reports for soap and disinfectants.
  - h) Last 3 years Income Tax Return duly acknowledgement
  - i) Balance Sheet and Profit & Loss Account of the firm for the last three years duly certified by Chartered Accountant
  - j) Vendor Capability Proforma duly filled, signed & stamped enclosed with these tender documents.
  - k) It is the Vendor's responsibility to submit all the above required documents. The offer shall be technically evaluated only if all the documents required are in order, failing which BBCI reserves the right to reject the offer.
- 8) **Contract terms:**
  - i. In the event of the tender being accepted the contract must be signed by authorized signatory of the firm. The authorized signatory will provide a suitable letter of authority from the firm authorizing him to enter into a contract on behalf of the firm.
  - ii. The firm shall be bound to supply on the rates quoted in the tender throughout the contract period.
  - iii. The contract entrusted to the successful vendors will be subject to "Force Majeure" clause as per section 56 of the Indian Contract Act

- iv. It shall be incumbent on the successful vendor to pay stamp duty on the contract.
- v. The tender should be duly filled in all respects and signed. The tenderer should quote in figures as well as in words the amount quoted by him. Alteration, if any, should be attested by the tenderer with his full signature, otherwise the tender shall be treated as invalid tender. The tenderer should duly sign the entire tender documents personally.
- vi. The tenderer should ensure that the amounts are written in such a way that interpolation is not possible. No blank space should be left.
- vii. Failure to fulfill any of the conditions given above shall render the tender for rejection.
- viii. The tenderer state only one name and address of the authorized agent/stockiest/ distributor for a product through whom the products shall be need available.
- ix. Any other taxes shall be deducted from your bills as made applicable by the Government/ Statutory authorities from time to time.
- x. **If the tender is accepted, the vendor will have to deposit an amount equivalent to 5% of the expected value of the quantity mentioned in the schedule as Security Deposit which will not bear any interest.** The Security Deposit is to be paid within 15 days from the date of intimation of acceptance of the Tender.
- xi. That postponement of the payment of the full contract deposit of the execution of the contract will not be permitted by the Director, BBCI having in his possession other Deposit on account of other Tenders or Contracts, which Deposits may be or become returnable to the contractor and which they may wish to transfer as Deposit under this Contract. Such transfers will not under any circumstances be permitted.
- xii. Contractor shall carry out the work in close co-ordination with the Purchase/Stores Department.
- xiii. The contractor shall not have any claim for compensation by reason of any alteration having been made in the original scope of work which shall involve any curtailment of the work as originally contemplated.
- xiv. No person engaged or involved in this contract should disclose any matter pertaining to the Department to any third party in particular any information identified as proprietary in name that be kept strictly confidential and shall not be disclosed to any third party without written consent the original disclosing party.
- xv. The Contractor or the employee engaged by the contractor shall not use BBCI's name for any publicity purpose through any public media like Press, Radio, Television or Internet, without the prior approval of Director, BBCI.
- xvi. The contractor shall not sublet, transfer or assign the contract to any other party.

#### **9. Supplies:**

- I. Under the provisions of the Drug and Cosmetic Act 1940 and the rules made under the act, following should also be specified on the labels affixed to the items:
  - a) Name and address of the manufacturer/Loan Licenses.
  - b) Name and address of the re-packer, if any.
  - c) Net and gross contents.
  - d) A distinctive batch number and date of manufacture, repacking and expiry, if applicable.
  - e) MRP
- II. Supplies must be made within 2 days of the date of delivery mentioned on the Purchase Orders. In general, the hospital will allow a time of at least 7 working days to make the necessary supplies.
- III. All deliveries of the material against purchase orders to be delivered at Stores Dept. of Dr. B. Borooah Cancer Institute, Gopinath Nagar, Guwahati-781016
- IV. Not to deliver any material directly to user.

- V. If you are clubbing the purchase orders and delivering the material, please mention quantity and batch number, Expiry Date in case of reagents, kits with MRP if available.
- VI. The hospital does not accept part supplies or delayed supplies. In case of delays, the hospital shall impose liquidated damages to the extent of 0.5% of the order value per week or part thereof subject to a maximum of 10% of the value of the order. The Director, BBCI may at his sole discretion waive the imposition of liquidated damages.
- VII. In case of failure of supplies within the stipulated time, the hospital at its sole discretion will purchase the same from any other source. The additional amount paid for such purchases along with additional 15% of the value of the order, towards administrative costs as Risk Purchase cost shall be debited to the account of the vendor. The Director, BBCI may at his sole discretion waive these charges.
- VIII. The amount(s) debited to the vendor's account shall be recovered from the EMD/Security Deposit/ pending bills/ future bills of the vendor. This is without prejudice to any other legal remedies that the hospital may resort to against the supplier.
- IX. In case of failure to supply the goods within the stipulated delivery period the hospital also reserves the right to enforce forfeiture of the entire security deposit. This is without prejudice to any other legal remedies that the hospital may resort to against the supplier.

**Payment Terms**

- Submit invoice the drop box available in Administrative Block.
  - All bills should be duly signed and pre-receipted.
  - Permissible taxes will be deducted from the bills and certificate will be issued by the Centre.
- X. Part supply of material is not accepted in case of urgency part supply shall be accepted only after prior sanction. However, payment shall be effected only after complete supply of the purchase order quantity.

*13/19 28/7/22*  
**Sr. Administrative Officer**  
Dr B Borooah Cancer Institute  
Guwahati-16

I / We have read the Terms and conditions and the same are acceptable to me/us.

\_\_\_\_\_  
(Tender's Signature)

TENDERER'S FULL NAME & ADDRESS:

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

## Part II Price Bid

1. The details of the prices of the item should be quoted in sealed envelope in the format provided as following:
  - Serial Number
  - Item Description
  - HSN Code
  - Unit of Measurement (UOM)
  - Pack Size
  - Brand Name
  - Basic Rate
  - Discount
  - CGST / SGST / any other taxes
  - Any other charges
  - Final Rate
  - MRP (wherever applicable)
  - a. Final Rate offered should not exceed the MRP. The offers without MRP, wherever applicable, may not be considered. In the event if BCCI comes to know that any of the item provided in the Contract are being available in the open market at the lesser rate than provided in the RC, BCCI will be free to obtain the said items from such parties as appropriate and that BCCI will not be liable for any claim or business loss of the Tenderer and that no indemnity to the Tenderer will arise. In such an event of misrepresentation, 10% costs of supplies made under the RC against Purchase Orders placed by BCCI will be levied as penalty. For such misrepresentation to BCCI, civil/criminal action will be initiated as appropriate.
  - b. If a firm quotes "Nil" charges/consideration, the bid shall be treated as unresponsive and will not be considered.
  - c. The vendor must in all cases make the following unconditional declaration. The offer made in this tender is not higher than that made to any other organization working under any State / Central Government / Municipal Corporation or any other local bodies. In case the goods are supplied at a lower rate, the lower rate shall apply with immediate effect to the supplies made to BCCI.
  - d. In case the product is imported by the vendors, it is required to show the document to substantiate the landing cost.
  - e. Hard copy and CD data should be identical, in case of any difference or ambiguity tender, the hard copy will be considered.
2. **As per GST Implementation from 1<sup>st</sup> July 2017 the rates of CGST, SGST, IGST should be shown separately as where no specific mention of the taxes chargeable is made by the tenders, it will be construed that these taxes are either not applicable or being already paid at the sources by the vendor or will be borne by them.**
3. The term "Free Supply" implies providing the goods within the premises of Dr. B. Borooah Cancer Institute at no extra cost.
4. The vendor must clearly understand that the rate contract with the vendor is liable to be terminated in the following circumstances without giving any notice:
  - a) Failure to supply the goods for more than one month after the due date of supply.
  - b) Failure to abide by the rules, various terms of the rate contract.
  - c) Termination of agency agreement between the vendor and his principals.
  - d) Information obtained from other sources regarding prosecution under any of the tax laws or the FDA act.
  - e) Supplies of goods to B. Borooah Cancer Institute at a price higher than that to any other Central or State Government agency, Semi Government organizations, Local bodies etc. Revision of prices of the goods at any time during the currency of the rate contract other than due to government levies.
5. In case the supplies contain an element of foreign exchange, custom duty, excise duty and other taxes the same should be mentioned clearly in the tender. Any changes in statutory levies will be allowed as an increase/ decrease in the prices based only on the formula worked out at the time of tendering and in no case shall be more than the



impact of the change on the price of the item. In case the above details are not provided at the time of the tendering, Hospital shall not consider any change in the price during the currency of the rate contract agreement. Items where custom duty has to be paid in India must be indicated with current rate of duties.

6. The items which are imported directly, the vendor must inform the landed cost. The vendors may be asked to submit the relevant papers like Bill of Entry to substantiate the figure during financial negotiation.
7. In case the contract is terminated due to any of the above reasons, the Hospital will be at liberty to forfeit the security deposit, charge the vendor liquidated damages as per clause 8 of supplies and risk purchase charges as per clause 9 of supplies and take any other action as may be deemed fit under the circumstances at the sole discretion of the Director, BBCI

8. **FALL CLAUSE :**

- a) The prices charged for the stores supplied under the contract by the contractor shall in no event exceed the lowest price at which the contractor sells the Stores or offer to sell stores of identical description to any person(s)/ organization (s) including the Purchaser or any department of the Central Government or any department of a State Government or any statutory undertaking of the Central or a State Government, as the case may be, during the period till performance of all supply orders placed during the currency of Rate Contract is completed.
- b) If at any time during the said period, the contractor reduces the sale price, sells or offers to sell such stores to any person(s)/organization(s) including the Purchaser or any statutory undertaking of the Central or a state Government, as the case may be, at price lower than the price chargeable under this contract, he shall forthwith notify such reduction or sale or offer of sale to BBCI the price payable under the contract for the stores supplied after the date of coming into force of such reduction or sale or offer of sale stand corresponding reduced.

*B.L.A 28/7/22.*  
**Sr. Administrative Officer**  
Dr B Borooah Cancer Institute  
Guwahati-16

I/We have read the Terms and conditions and the same are acceptable to me/us.

\_\_\_\_\_  
(Tender's Signature)

**TENDERER'S FULL NAME & ADDRESS:**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**DR BHUBANESWAR BOROOAH CANCER INSTITUTE**  
A Grant-In Aid Institute of Department of Atomic Energy, Govt. Of India  
& a unit of Tata Memorial Center, Mumbai  
Gopinath Nagar, Guwahati-781016, Assam

Details of the Vendor for Company: M/s.....

**Vendor Capability Proforma**

Vendor Name:		
Address (Reg.) Office:		
Address Factory:		
Telephone No:		Fax No:
Email :		
Contact Person Name :		
Designation:		
Mobile No:		
Types of establishment : Manufacturer/Distributor/Dealer/Trader/Agent		
Constitution of company : Proprietary/Partnership/Limited/Other		
Year of Establishment :		
Items proposed to be supplied to the hospital :		
Name and address of Bankers & Account No. :		
Credit limit:		
PAN No:		
Sales Tax registration No./GST certificate		
FDA license No. (if required)		
Factory Act License/SSI Registration/Shops and establishment license No.:		

**Commercial Information**

Are you in Rate Contract with DGS & D/ Railway/MCGB/BPT/ Any other hospital:-		
Principal customers Name and address	Product supplied	Value in Rs. Lacs/Year

**Other information**

Please enclosed the following:	
1	Balance sheet and P&LA/c for last three years
2	Latest Income Taxclearance Certificate
3	Copy of Sales Tax License if required/GST
4	Copy of FDA License if required
5	Factories ACT License/SSI Registration/Shops And establishment License

Signature of the Vendor:

Date:

For BBCI office use only

Inspection carried out by:
Inspection date:
Vendor Code:
Signature of Inspector:
Approved/Rejected by:

Office- In-Charge

**NEFT FORM FORMAT**

**APPLICATION FORM FOR DEPOSITING PAYMENT AGAINST BILLS IN BANK ACCOUNT BY ELECTRONIC CLEARING SERVICE / NEFT**

- 1. NAME OF THE VENDOR :
- 2. ADDRESS, TELEPHONE NO. :  
MAIL ID
- 3. PARTICULARS OF BANK A/C :
- 4. BANK NAME :
- 5. BRANCH NAME :
- 6. 9- DIGIT CODE NO OF THE BANK : 

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 AND BRANCH APPEARING ON THE MICR CHEQUE ISSUED BY THE BANK
- 7. NEFT/IFSC CODE :
- 8. ACCOUNT TYPE : 

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

 (S.B. A/C- CURRENT A/C OR CASH CREDIT)
- 9. LEDGER NO./LEDGER FOLIO NO :
- 10. ACCOUNT NUMBER :  
(AS APPEARING ON THE CHEQUE BOOK)

I HEREBY DECLARE THAT THE PARTICULARS GIVEN ABOVE ARE CORRECT AND COMPLETE. IF THE TRANSACTION IS DELAYED OR NOT EFFECTED AT ALL FOR REASONS OF INCOMPLETE INFORMATION, I WOULD NOT HOLD THE USER INSTITUTION RESPONSIBLE. I AGREE TO DISCHARGE THE RESPONSIBILITIES AS A PARTICIPANT UNDER THE SCHEME.

\_\_\_\_\_  
**SIGNATURE OF THE VENDOR WITH SEAL**

**CERTIFIED THAT THE PARTICULARS FURNISHED ABOVE ARE CORRECT AS PER OUR RECORDS .**

\_\_\_\_\_  
**SIGNATURE OF THE AUTHORIZED OFFICIAL FROM THE BANK INVESTOR/CUSTOMER**

**BANK STAMP:**

**Date:**

\_\_\_\_\_

**Annexure - C**

**Format of Notary affidavit on Non- Judicial Stamp Paper of Rs.100/- stating their in as under:-**

1. Confirming that no case pending against them in court of law, or that no time they were penalized by any court of Law or Regulatory Authority.
2. That the firm is never being blacklisted / penalized / defaulted by any government Institution / Hospitals within last 5 years.
3. That the firm has deposited up to date Sales Tax and Income Tax. (Furnish copy of clearance / Return certificate).
4. That the rates quoted by the firm are the lowest and not higher than the wholesale market rates / quoted in any other Institution or Hospitals. Rates have been checked by me / us and if approved I shall supply that items in the specified period.

**Annexure – D****DR BHUBANESWAR BOROOAH CANCER INSTITUTE  
Gopinath Nagar, Guwahati-781016, Assam****Format of Technical Bid (Part-I)**

SR. NO	ITEM DESCRIPTION	HSN	BIENNEL QUANTITY	UOM	PACK SIZE	BRAND NAME	PLEASE MENTION YES/NO AGAINST EACH ITEM QUOTED
1	Hospital Forms, Size: A4 size, Colour: Single Colour, Side: Both Side Print, Paper: DM Paper 7.4 kg		834000	1000 Sheets			
2	Hospital Forms, Size: A4 size, Colour: Bi Colour, Side: Single Side Print, Paper: 7.4 kg		40000	1000 Sheets			
3	Hospital Forms, Size:A4 size, Colour :Bi Colour, Side: Both Side Print , Paper: 7.4kg		40000	1000 Sheets			
4	Registration details, A4 size 80 gsm paper		40000	Per Sheet			
5	Patient Registration details, both side multicolor printing, A4 size, 85 gsm paper		40000	Per Sheet			
6	Memo copy, 1/5 size, 80 gsm paper		60000	Per Sheet			
7	Receipt copy (Pharmacy) multicolor printing in 80 gsm maplitho paper (JK) with back side printing and numbering 1/5 size		300000	Per Sheet			
8	Electro-Cardio graphic Report File, Sie 1/3, Paper: Century board 9.1 kg		30000	Per Sheet			
9	Dinner/Lunch Coupon Book, Size: 1/4 size, Paper DM Paper 7.4 kg with perputation, 100 pages per book		250	Per Book			
10	Prescription pad, Size: 1/8, Paper DM paper 7.4 kg, 100 pages per book		5000	Per Book			
11	Therapy Planned Sheet for Nucler Medicine & Molecular Imaging, Century Board, 9/1 Kg 3 fold (Green Colour)		2000	Per Pc			
12	Endoscopy Report Form, JK Copier Paper 75gsm (Yellow Colour)		15000	1000 Sheets			
13	Advice Slip (Privet), A4 Size JK Copier 75 gsm		150000	1000 Sheets			

Date:

**Signature**  
**Name of authorized person for bidder with seal**

**Annexure - E**

DR BHUBANESWAR BOROOAH CANCER INSTITUTE  
Gopinath Nagar, Guwahati-781016, Assam

Format of Price Bid (Part-II)

SR. NO.	ITEM DESCRIPTION	HSN	BIENNI EL Qty	UOM	PACK SIZE	BRAN D NAME	BASIC RATE	Discount	CGST %	SGST %	IGST %	Final Rate	MRP

Date:

**Signature**  
**Name of authorized person for bidder with seal**