



राष्ट्रीय यूनानी चिकित्सा संस्थान
NATIONAL INSTITUTE OF UNANI MEDICINE

Kottigepalya, Magadi Main Road, Bangalore – 560 091

(भारत सरकार के आयुष मंत्रालय के तहत एक स्वायत्त निकाय)

(An autonomous body under Ministry of Ayush, Govt. of India)

(एनएबीएच से मान्यता प्राप्त) (Accredited to NABH)

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File No. 117-1/2024-25/ACCTS/NIUM-05/Admin/1416
(Printing of Stationery)

Date: 28-02-2025

To,

Sub: "Inviting Quotation for Printing & Supply of OPD registration Slip, Feedback Form, Old Patient Entry Register, Attendant's Pass- regd.

Sir,

With reference to subject cited above, quotations are invited from reputed firms/dealers for supply of Item as detailed below:

SL No.	Item and Specifications	Qty required	Unit Price	GST in %	Total Amount (Inclusive GST)
01	<u>OPD Registration Slips</u> Book No. (to be started): 9037 Slip No. (to be started): 903801 Paper Size: 18.2x 25.7cm Paper thickness: 80 GSM 100 sheets/pads Printed with: Single Colour , Single Side	300 Books			
02	<u>Feedback Form OPD</u> Size: A4 Paper thickness: 80GSM 100 sheets/pads Single Colour, Double Side	25 Books			
03	<u>Feedback Form IPD</u> Size: A4 Paper thickness: 80GSM 100 sheets/pads Single Colour, Double Side	25 Books			
04	<u>Old Patient Entry Register</u> Measurement: 36.5x24.5cm Pages 250 folio (500 Pages with numbering) Papers: 90 GSM Ledger Paper Binding: Full Calico Binding On Binding: Label each book NIUM	10 Books			
05	<u>Attendant's Pass</u> Size: 9cm X 11 cm Paper thickness: 450 GSM Yellow Multicolour Single Side	3500 Nos.			



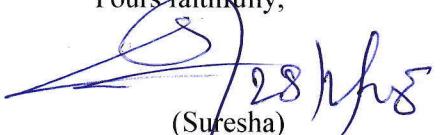
::02::

The quotation may be submitted in a sealed cover quoting the competitive rate of item by mentioning taxes applicable if any, time required for the supply of item with terms and conditions. The envelope containing quotation should be superscribed as "**Quotation for Printing & Supply of OPD registration Slip, Feedback Form, Old Patient Entry Register, Attendant's Pass**" Quotation may be submitted through Speed post/Courier/Regd. Post/By hand etc., on or before **14-03-2025**.

NOTE:

- 1) A copy of GST Certificate must be enclosed, if the GST Certificate is not enclosed, the quotation may be considered as invalid.
- 2) If the items are not supplied within the scheduled time, 5% of the billed amount shall be deducted as penalty. If the items are supplied after 30 days no payment shall be made.
- 3) The Items must be supplied F.O.R NIUM, Bengaluru.
- 4) The Institute has the right to reject the quotation which is submitted after due date.
- 5) The prices must be quoted in the given format only
- 6) The material should be supplied within 15 days of order or from the date of final proof reading.
- 7) The certificate of final proof reading may be obtained by the indenter, before going to the final printing.
- 8) The price quoted by the respective Printers for the above-mentioned items shall be final and no changes to be made in this regard after selection of agency.

Yours faithfully,


(Suresha)

Accounts Officer



Copy to:

- 1) Prof. Dr. Mohd Nayab, DMS for information & N.A.
- 2) Website I/c, to upload the notification in NIUM Website
- 3) Concerned file
- 4) Guard file