



# भारतीय समुद्रीय विश्वविद्यालय Indian Maritime University

(केन्द्रीय विश्वविद्यालय, भारत सरकार / A Central University, Govt. of India)  
कोलकाता परिसर / Kolkata Campus

No. IMU-KC/Printing/18-19

Date: 19.11.2018

Sub: Quotation for printing of Prescription Pad of IMU-Kolkata Campus

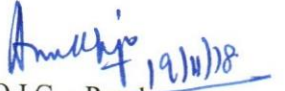
Sealed quotations are invited towards printing of Prescription Pad for use of Doctor at IMU-Kolkata Campus. Bidders are requested to submit their rates in the following format:

Sl. No.	Description of Items	Quantity	Rate per unit (in Rs.)	Applicable Taxes per unit	HSN Code	Total rate per unit (including taxes)	Total amount (Rs.)
A	B	C	D	E	F	G = D+E	H = C x G
1	a. Prescription Pad Paper: 70 GSM	30 Pads (100 sheets in each pad of A4 size)					
Total							

- Sample copy is attached herewith.

### Terms & Conditions:

1. Bidders are to quote their rates strictly as per above format in their letterhead with official stamp and signature.
2. The rates quoted should be inclusive of delivery but excluding Taxes which should be stated separately as mentioned above.
3. The bidder should submit the GST certificate.
4. Items should be delivered preferably within 1 (one) week of placing order.
5. Submission of multiple bids by a single firm will lead to rejection of the bids and IMU-KC may black list such firms from future participation.
6. IMU-KC reserves the right to split the order between different bidders in case of tie.
7. Last date of submission of quotation is 26.11.2018.
8. The quotation is to be submitted in sealed envelope clearly subscribing "Quotation for Prescription Pad".
9. The envelope should be addressed to the Deputy Registrar, Indian Maritime University, P – 19 Taratala Road, Kolkata — 700 088 and deposited in tender box kept at Dy. Registrar's office (1<sup>st</sup> floor, Room No. 130) or can be sent by the post. Quotation not superscribed will be rejected.
10. The envelopes are to be sealed properly with gum and not by stapler pin.
11. Payment will be made through Bank Transfer after successful delivery of the items and their acceptance.

  
O.I.C. - Purchase

DISPENSARY  
INDIAN MARITIME UNIVERSITY – KOLKATA CAMPUS  
P – 19 Taratala Road, Kolkata – 700088

Date:

Name \_\_\_\_\_ Roll No. \_\_\_\_\_ Age \_\_\_\_\_ Sex \_\_\_\_\_

-----  
Brief Note

-----  
Advice

-----  
**ADVICE CODE**

A = Rest

B = Exemption from strenuous activities including physical training, march-past, games and sports, gymnastics, swimming, workshop job and like others.

C = Exemption from shaving.

D = Exemption from putting on socks and shoes.

Medical Officer  
I.M.U. –Kolkata Campus  
P – 19 Taratala Road, Kolkata – 700088