Revised format

PT. B.D.SHARAMA POSTGRADUATE INSTITUTE OF MEDICAL SCIENCES ROHTAK

E-mail:- equotations.pgims@uhsr.ac.in Invitation of e-quotations for ECG Paper

Inquiry No: To be decided by concerned department — No. Cardio/26/4645

Inquiry Issue Date: To be decided by concerned department — Dated : 01/10/2026

Last Date of Submission: To be decided by concerned department → 05/10/2026

Rate quotation in password protected quotation are hereby invited from the valid firms and suppliers by the undersigned on behalf of the Director, PGIMS, Rohtak for supply of consumables as per Annexure-I for the Institute as per terms & conditions mentioned below. The filled e-quotations must receive through registered e-mail (Password protected) on or before 05/10/26 at 3.00 PM & quotation opened on 05/10/26 at 3.30PM

"QUOTATION FOR"

Item Name :- ECG Paper

Closing Date :- 05/10/26 Time 3.00PM

1. **Terms & Conditions:-**

a. **The quotations received** online after the deadline shall not be entertained under any circumstances whatsoever. In case of any delay this institute will not be responsible.

The online submission though password protected mode will be restricted

b. Quotations must be in online prescribed Performa on the letter head of the firm duly signed by the Proprietor/ Partner/ Director of their authorized representative. In case of signing of quotation by the authorized representative letter of authorization must be attached with the quotation.

c. Quotations must be submitted in the office of the undersigned **through email** before deadline of submitting the quotation.

d. Rates must be quoted in Indian Rupees and as per the format specified taxes extra if any must be written separately.

e. Rates must be quoted F.O.R. basis (including Freight charges).

f. No overwriting or cutting is permitted in the rate. If found, the quotation shall be summarily rejected.

g. The rates quoted must be valid for 90 days minimum or as per State Govt. instructions issued from time to time from the date of opening and silence of any tendered on this issue shall be treated as agreed with this condition.

h. Becoming L1 will not be the criteria for awarding of purchase order unless the rates are reasonable & justified

i. Any conditional quotations shall be rejected summarily.

j. **Delivery period – As per supply order on issuing by the office.**

k. **Liquidated Damages:** - If the supplier falls to deliver the material on or before the stipulated date, then a penalty at the rate of 0.5% per week of the total order values shall be levied subject to maximum of 10% of the total order value on which amount when there is no EMD.

Dr. ASHWANI KUMAR
Sr. Prof. & Head, Cardiology deptt.,
PGIMS, Rohtak

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l. **Payment terms:** - Payment will be only after satisfactorily complete delivery/ commissioning of material and after inspection by Inspection committee.

m. Pt. BDS PGIMS, Rohtak reserves the right to increase or decrease quantity and / or amount of work. Decision of quantity of material in the Pt. BDS PGIMS, Rohtak will be final in this regard.

n. Pt. BDS PGIMS, Rohtak reserves the right to reject any quotation or part or the whole of inviting quotation process without assigning any reason. Decision of the Pt. BDS PGIMS, Rohtak will be final in this regard.

o. **Colum (O) is not required.**

Special Terms and Conditions:-

1. **Bidder must quote the product as per specifications provided in Annexure-1.**
2. **The supplier may be asked to submit the sample of quoted make for technical evaluation, to the Pt. BDS PGIMS, Rohtak , if required. The expenditure incurred for demonstrating the items will be borne by the supplier.**
3. **Inspection committee will check the products thoroughly, if somehow inspection committee found any discrepancy and is not satisfied with the final product (final product should be same as reviewed ones at the institution) then Pt. BDS PGIMS, Rohtak has the right to reject the supply and cancel the order, and no claim for payment in this regard will be entertained.**
4. **Jurisdiction: The jurisdiction will be district Rohtak only.**
5. **It is directed to IT Cell that requisition of above item may also be placed on website of Pt. BDS PGIMS, Rohtak for vide publicity to invite a competitive manner of purchase.**
6. **Samples will be provided by the firm with quotations, otherwise quotation not accepted for the institute. (To be decided by concerned deptt.)**

Encl: Annexure-I (Specification)

Annexure –II (Format of Quotation)

Committee

Dr. ASHWANI KUMAR
Sr. Prof. & Head, Cardiology deptt.,
PGIMS, Rohtak

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Annexure-I

Department of Cardiology, Pt. B. D. Sharma, Post Graduate Institute of Medical Sciences, Rohtak

- **Inquiry No. : Cardio/26/ 4645**
- **Inquiry date : 01.10.2026**
- **Last date for e-quotation submission: 05.10.2026 (03:00PM)**
- **E-quotation Opening date : 05.10.2026 (03:30PM)**

ECG paper required for ECG Machine - SE-601C (EDAN) :

Sr. No.	Name of consumable Items/ Implants/ medicines	Qty.	Specifications	Remarks
1.	ECG paper	500 packets	i) Z-fold paper with each sheet 140mm x 110mm x 150 sheets with eye at the lower left hand side. ii) For use in ECG portable multichannel machine Model : SE-601C (EDAN).	Immediately procurement required

Sr. Prof. & Head,
Deptt. of Cardiology,
PGIMS, Rohtak.

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PGIMS, Rohtak

Annexure-II

(On the letter head of the firm)

Price Bid Form

To,

The Director,
Pt. B.D. Sharma PGIMS,
Rohtak.

1. I/ We _____Submitted the quotation for enquiry No "quotation for supply _____ against the inquiry No. _____ due on dated _____ at Pt. BDS PGIMS, Rohtak.

2. I/ We thoroughly examined, understood and accepted terms and conditions given in the enquiry document, failing which my quotation will be rejected our rightly.

3. The Vendor should also certify that the rates quoted in the quotation are not more than the MRP of the manufactures.

4. I/ We hereby offer to supply at the following rates.

Sr. No.	Particular	Quantity	Quoted make If Any	Price/Unit Exclusive of Tax (INR)	GST/CST/IST
1.					
2.					
3.					

Date: _____

Place: _____

Phone : _____

(Signature of Authorized Person)

Name _____

Dr. ASHWANI KUMAR
Sr. Prof. & Head, Cardiology deptt.,
PGIMS, Rohtak

PT. B.D. SHARMA PGIMS ROHTAK

OFFICE ORDER

A purchse committee of the following officers/officials is hereby constituted to collect E-Quotation through Email at least three firms of **local market/NCR market** for the purchase of below mention item for use in Cardiology Department, PGIMS, Rohtak. The approx. cost is **Rs. 1,00,000/- including GST.**

Sr. No.	Name of the item	Quantity
1.	ECG Paper Z- fold paprer with each seat 140mm x 110mm x 150 sheets with eye at the lower left hand. For use in ECG portable multichannel machine Model: SE-601C (EDAN).	500

Members of the Committee:

1. The Sr. Prof. & Head, Deptt. of Cardiology, PGIMS or Rep
2. DMS I/c, Central Store, PGIMS, Rohtak or Rep.
3. The Accounts Officer, PGIMS, Rohtak or Rep.

The committee shall ensure that the Standard Operating Procedure (SOP) approved by the Competent Authority and circulated vide letter No. PS/2025/15400 dt. 26.09.2025 is strictly complied with including the mandatory publication of demands on the University Website and receipt of password-protected quotations as per the prescribed protocol.

Also, the committee shal prepare the comparative statement with clear cut recommendation and to send the same to this office at the earliest. The following certificate is also required:-

"Certified that we, members of the purchase committee are jointly and individually satisfied that the goods recommended for purchase are of the requisite specification and quality, priced at the prevailing market rate and the supplier recommended is reliable and competent to supply the goods in question, and it is not debarred by department of industries & commerce or any other Govt. department/ Agency of the State. Item(s) is not available in Central Store, PGIMS, not available on Institutional Rate Contract and required to be purchased on emergency basis"

DIRECTOR

Endst. No. PA-VI/2026/ 15298–15300 Dt. 30/9/26

A copy of above is forwarded to the following for information & n/action:-

1. All the above-mentioned committee members.

30/9/26

Superintendent Purchase
For Director

CARDIOLOGY DEPT.
Date.....
Receipt No.....
PGIMS, ROHTAK

Dr. ASHWANI KUMAR
Sr. Prof. & Head, Cardiology deptt.,
PGIMS, Rohtak