GOVERNMENT MEDICAL COLLEGE

THIRUVANANTHAPURAM - 695011

PRINCIPAL

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No. C7/4056/2026/GMCT 31-10-2026

QUOTATION NOTICE

Quotation Number	42/2026-27 GMCT
Due Date and Time of receipt of Quotations	Date:16.11.2026 Time: 02.30 PM
Due Date and Time of opening Quotations	Date:16.11.2026 Time: 03.00 PM
Date up to which the rates are to remain firm of acceptance	31.03.2027
Designation and address of officer to whom the Quotations is to be addressed	The Principal, Govt. Medical College, Thiruvananthapuram - 695571
Superscriptions: Quotation for the Purchase of Binding Materials (List Attached)	

Selected Quotations are invited for the supply of the materials specified in the schedule attached below/overleaf. The rates quoted should be for delivery of the articles at the place mentioned below the schedule. The necessary superscription, due to which the rates will have to remain firm for acceptance and the name and address of officer to whom the Quotations is to be sent are noted above. Any Quotation received after the time fixed on the due date is liable to be rejected. The maximum period required for delivery of the articles should also be mentioned. Quotations not condition are liable to be rejected.

Acceptance of the Quotation will subject to the following conditions:

1. Acceptance of the Quotation constitutes a concluded contract. Nevertheless, the successful tenderer must within a fortnight/a month after the acceptance of his Quotation furnished 5 percentage of the amount of the contract as Security Deposit and execute an agreement at his own cost for the satisfactory fulfillment of the contract, if any.

2. withdrawal from the Quotations after it is accepted or failure to supply within a specified time according to specifications will entail cancellation of the order and purchase being made at the offers expenses from elsewhere, any loss incurred there by being payable by the defaulting party. In such an event, the Government also reserves the right to remove the defaulter's name from the list of Government suppliers permanently or for a specified number of years.

3. Samples, duly listed, should be forwarded if called for under separate cover and the un approved samples got back as early as possible by the offers at their own expenses and the Government will in no case be liable for any expenses on account of the value of the samples or their transport charges, etc. In case, the samples are sent by railway, the railway receipt should be sent separately, and not along with the Quotation since Quotation will be opened only on the appointed day and demurrage will have to be paid if the railway parcels are not cleared in time. Quotations for the supply of materials tendered for are forwarded. The approved samples may or may not be returned at the discretion of the undersigned. Samples sent by V P Post or "freight to pay "will not be accepted.

4. No representation for enhancement of Price once accepted will be considered during the currency of the contract.

5. Any attempt on the part of Tenderers or their agents to influence the Officers concerned in their favour by personal canvassing will disqualify the tendered.

6. If any license or permit is required, tenderers must specify in their Quotation and also state the authority to whom application is to be made.

7. The Quotation may be for entire or part supplies. But the tenderers should be prepared to carry out such portion of the supplies included in their Quotation as may be allotted to them.

8. (a) In case, where a successful tenderer, after having made partial supplies fails to fulfill the contracts in full, all or any of the materials not supplied may, at the discretion of the purchasing officer, be purchase by means of another tender/ Quotation or negotiation or from the next higher tenderer who had offered to supply already and the loss, if any, caused to the Government shall there by together with such sums as may be fixed by the Government towards damages be recovered from the defaulting tenderer.
(b) Even in case where no alternate purchase are arranged for the materials not supplied, the proportionate portion of the Security Deposit based on the cost of the materials not supplied at the rate shown in the tender of the defaulter shall be forfeited and balance alone shall be refunded.
(c) Any some of money due and payable to the contractor (Including Security Deposit returnable to him) under this contract may be appropriated by the purchasing officer or Government or any other person authorized by Government and set – off against any claim of the purchasing officer or Government for the payment of a sum of money arising out of or under any other contract made by the contractor with the purchasing officer or Government or any other person authorized by Government.

9. The prices quoted should be inclusive of all taxes, duties, cesses etc., which are or may become payable by the contractor under existing or future laws or rules of the country of origin/supply or delivery during the course of execution of the contract.

10 (a) Ordinarily payments will be made only after the supplies are actually verified and taken to stock but in exceptional cases, payments against satisfactory shipping documents including certificates of insurance will be made up to 90 per cent of the value of the materials at the discretion of the government. Bank charges incurred in connection with payment against documents through bank will be to the account of the contractor. The firms will produce stamped pre receipted invoices in all cases where payments (Advance/Final) for release of railway receipts/shipping document are made through banks. In exceptional cases where the stamped receipts of the firms are not received for the payments (In

advance) the unstamped receipts of the bank (ie. counterfoils of pay-in-slips issued by the bank) alone may be accepted as a valid proof for the payment made.
(b) The tenderers shall quote also the parentage of rebate (Discount) offered by them in case the payment is made promptly within fifteen days/within one month of taking delivery of stores.

11. Any sum of money due and payable to the successful tenderer or contractor from Government shall be adjusted against any sum of money due to Government from him under any other contracts.

12. Special conditions, if any, printed on the Quotation sheets of the tenderer or attached with the tenderer will not be applicable to the contracts unless they are expressly accepted in writing by the purchase.

Sl No.	Item / Description	Qty
1	Paste (Camel)	10 kg
2	Brush (with plastic-Bristles) (medium size)	10 piece
3	Binding Needle	10 piece
4	Paper Cutter Knife (Big Size)	1 piece
5	Scissors (9.7 inches)	1 piece
6	Brown Paper (48)	100 sheet
7	Stapler	3 piece
8	Stapler pin (No. 10)	25 No
9	Craft marble paper	100 sheet
10	Coloured Card paper (300 GSM) (56cm x 71cm)	50 sheet
11	Straw Board (2 pound)	40 piece

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Place: Medical College.
31-10-2026

Digitally signed by
Renju Raveendran
Date: 31-10-2026
12:43:50