



अखिल भारतीय आयुर्विज्ञान संस्थान, मदुरै
All India Institute of Medical Sciences, Madurai (Tamil Nadu)
Under PMSSY Division, Ministry of Health & Family Welfare, Government of India JIPMER, Puducherry - Mentor Institute

No. AIIMS-Madurai/Central Stores/Stationery/Corrigendum/2026-27/01

Dt: 04/07/2026

Corrigendum in Terms and Conditions

Supply of Stationery Items for AIIMS Madurai through CPP Portal
(Tender Ref. No. AIIMS/MDU/CS/Station/26/01 dated 11.06.2026)

In continuation of the above-referred tender for “Supply of Consumables (Stationery Items)”, the following amendments are hereby issued. These amendments shall form an integral part of the tender document.

1. Removal of Sample Submission Requirement

Existing Clause (Section-II, Additional Tender Conditions): pg no 8-9, Additional tender conditions

i, “Sample of each item – 03 Nos... must be sent within 10 days of close of bid date, failing which the tender will be considered as the lowest.

ii Sample should be sent to this address.

iii Only samples approved by the store verification committee will be technically qualified.”

Revised Clause:

The above terms related to samples are **DELETED and will not apply.**

2. Strengthening of Technical Specifications

Existing Clause (Section-II – Technical Specifications):

The technical specifications forming part of Schedule-I and Schedule-II of the tender document published on **11.06.2026** shall be read as substituted by the revised specifications appended to this Corrigendum.

Revised Clause:

The revised technical specifications enclosed herewith shall form an integral part of the tender document and shall prevail over the corresponding specifications contained in the original tender wherever there is any inconsistency. Bidders are requested to submit their bids based on the revised technical specifications only. The BOQ uploaded in the CPP Portal remains unchanged and bidders shall quote against the same BOQ

S. No	Item Description	Specifications	MSME reservation	Quantity Reqd.	Units
	Terms and conditions: 1. Rates should be quoted for Number, Pocket, Box etc., clearly. 2. Number of contents in each pack, Box, size, etc., should also be noted clearly. 3. Specimens to be submitted for the inquired quality. Other than that, will not be taken into account. It will be rejected. 4. Specimens should be submitted along with Serial number of Tender, Brand Name, Kg/GSM, Nos. in each pack etc. for all items. Label should be enclosed for all samples for paper items. 5. Specimens without Brand name, GSM and other particulars such as numbers or weight will be treated as rejected. 6. Without the above information the quotations will be summarily rejected. 7. The quantity may increase or decrease as per requirement at the time of finalization.				
	SCHEDULE -1 Reserved for Purchased from MSME Vendors only				
1	A3 paper Cover	A3 size brown kraft paper cover, minimum 100 GSM, stitched or gummed edges, suitable for document storage (100 pieces/pack)	Schedule I	200	Packs
2	A4 paper cover	A4 size brown kraft paper cover, minimum 100 GSM, stitched or gummed edges, suitable for document storage (100 pieces/ pack)	Schedule I	300	Packs
3	A3 courier cover	A3 size green cloth-lined courier envelope, tear-resistant paper, reinforced seams, flap closure (100 pieces/ pack)	Schedule I	300	Packs
4	A4 Courier cover	A4 size green cloth-lined courier envelope, tear-resistant paper, reinforced seams, flap closure (100 pieces/ pack)	Schedule I	400	Packs
5	Post envelope	Paper laminated envelope, size 11 × 5 inches, flap closure (50 pieces per pack)	Schedule I	300	Packs
6	Office Envelope	Paper envelope size 12 × 10 inches, minimum 100 GSM paper, flap closure (100 pieces/bundle)	Schedule I	400	Bundles
7	Duster	Ergonomic whiteboard duster with felt/foam cleaning surface, suitable for repeated use without damaging board surface	Schedule I	400	Nos.
8	Box File	A4 size lever-arch box file made of rigid board not less than 1.5 mm thickness, metal lever mechanism, spine label holder	Schedule I	600	Nos.
9	Button file	A4 size transparent polypropylene button file, minimum 180 micron thickness, durable snap-button closure (10 pieces/ pack)	Schedule I	500	Packs
10	Display file	A4 size display file with 60 transparent pockets permanently bound	Schedule I	500	Pieces
11	Folder file (10 leaf's/file)	A4 size file with 10 transparent display pockets	Schedule I	500	Nos
12	L Folder File	A4 size transparent polypropylene L-folder, minimum 120 micron thickness (100 pieces per pack)	Schedule I	100	Packs
13	Transparent Binder pockets	A4 size transparent polypropylene sheet protector, top opening, minimum 50 micron thickness (50 sheets per pack)	Schedule I	200	Packs
14	Transparent Binder pockets	A5 size transparent polypropylene sheet protector, top opening, minimum 50 micron thickness (50 sheets per pack)	Schedule I	100	Packs
15	File Pins	Nickel-plated steel U-clips/file pins, rust-resistant finish (100 numbers per box)	Schedule I	900	Nos.
16	Bell pins	Nickel-plated steel bell pins, rust-resistant (80grams per box)	Schedule I	50	Boxes

17	Binder clip large size	41 mm black steel binder clip with nickel-plated handles (41mm, 12 pieces per box)	Schedule I	900	Boxes
18	Binder clip small size	25 mm black steel binder clip with nickel-plated handles (25mm, 12 pieces per box)	Schedule I	900	Boxes
19	Binder clips medium size	32 mm black steel binder clip with nickel-plated handles (32mm, 12 pieces per box)	Schedule I	900	Boxes
20	File Tags	Red cotton tape file tags, 22-inch length (100 pieces/ bundle)	Schedule I	700	Bundles
21	Push pins	Steel push pins with plastic or metal head, rust-resistant (100 pieces per pack)	Schedule I	200	Packs
22	Twine (Thread)	Cream coloured cotton twine, minimum length 100 metres per roll	Schedule I	500	No
23	Liquid Gum	Non-toxic liquid adhesive suitable for paper, minimum 300 ml container	Schedule I	600	Nos
24	Glue stick	Non-toxic glue stick, minimum 15 g content	Schedule I	1200	Nos.
25	Brown tape	Brown BOPP packing tape, width 2 inches, minimum 40 micron thickness	Schedule I	700	Nos.
26	Cello tape Transparent	Transparent BOPP adhesive tape, width 1 inch, minimum 40 micron thickness	Schedule I	900	Nos.
27	Cello tape Transparent	Transparent BOPP adhesive tape, width 2 inches, minimum 40 micron thickness	Schedule I	700	Nos.
28	Cello tape Transparent	Transparent BOPP adhesive tape, width 2 inches, minimum 40 micron thickness	Schedule I	700	Nos.
29	Rubber band	Natural rubber bands, assorted office-use size (100 grams per unit)	Schedule I	600	Packs
30	Double hole Punching Machine	Heavy-duty metal body two-hole punch, punching capacity minimum 20 sheets of 70 GSM paper	Schedule I	450	Nos.
31	Single Punching Machine	Chrome-plated metal body single-hole punch, punching capacity minimum 10 sheets	Schedule I	500	Nos.
32	Scale/ Ruler	Stainless steel ruler, 15 cm length, permanently etched graduations	Schedule I	500	Nos.
33	Scale/Ruler	Stainless steel ruler, 30 cm length, permanently etched graduations	Schedule I	500	Nos.
34	Scale/ Ruler	Transparent glass ruler, 30 cm length, clearly marked graduations	Schedule I	500	Nos.
35	Stapler	Metal body stapler compatible with No.10 staples, capacity minimum 15 sheets	Schedule I	500	Nos.
36	Stapler	Metal body stapler compatible with 24/6 staples, capacity minimum 25 sheets	Schedule I	400	Nos.
37	Stapler pin	Galvanized staple pins, No.10 size, box containing minimum 1000 pins	Schedule I	1500	Nos.
38	Stapler pin	Galvanized staple pins, size 24/6, box containing minimum 1000 pins	Schedule I	1000	Nos.
39	Buzzer Bell	Metal desk bell with spring mechanism and audible ringing tone	Schedule I	100	Nos.
40	Heavy Duty Machine's stapler pin	Galvanized heavy-duty staple pins, leg length 10 mm	Schedule I	500	Box
41	Heavy Duty Machine's stapler pin	Galvanized heavy-duty staple pins, leg length 13 mm	Schedule I	500	Box
42	Heavy Duty Machine's	Galvanized heavy-duty staple pins, leg length 15 mm	Schedule I	500	Box

	stapler pin				
43	Cutter	Medium-size retractable cutter with stainless steel blade and safety lock	Schedule I	150	Piece
44	Cleaning cloth roll	Cotton or microfiber blended cleaning cloth roll, width 30–40 cm, minimum length 10 metres	Schedule I	1000	Roll
Schedule II*: Open for Both MSME and Non MSME Bidders					
1	A3 paper	A3 size copier paper, 75–80 GSM, CIE whiteness minimum 145 (500 sheets per ream)	Schedule II	200	Reams
2	A4 paper	A4 size copier paper, 70 GSM (500 sheets per ream)	Schedule II	600	Reams
3	A4 size glossy paper	A4 glossy photo paper, minimum 180 GSM, compatible with inkjet printers (50 sheets/ pack)	Schedule II	200	Packs
4	Blue ball pen	Blue ball pen, oil-based ink, tip size 0.6–0.7 mm (10 pieces per pack)	Schedule II	1000	Packs
5	Green ball pen	Green ball pen, oil-based ink, tip size 0.6–0.7 mm (10 pieces per pack)	Schedule II	300	Packs
6	Red ball pen	Red ball pen, oil-based ink, tip size 0.6–0.7 mm (10 pieces per pack)	Schedule II	750	Packs
7	Multi-purpose marker	Black marker, fine tip 0.8 mm, quick drying ink (10 pieces per pack)	Schedule II	400	Packs
8	Multi-purpose marker	Blue marker, fine tip 0.8 mm, quick drying ink (10 pieces per pack)	Schedule II	200	Packs
9	Multi-purpose marker	Green marker, fine tip 0.8 mm, quick drying ink (10 pieces per pack)	Schedule II	400	Packs
10	Multi-purpose marker	Red marker, fine tip 0.8 mm, quick drying ink (10 pieces per pack)	Schedule II	300	Packs
11	Permanent marker	Black permanent marker, 2 mm chisel tip, water-resistant ink (5 pieces per pack)	Schedule II	500	Packs
12	Permanent marker	Blue permanent marker, 2 mm chisel tip, water-resistant ink (5 pieces per pack)	Schedule II	400	Packs
13	High lighter pen	Fluorescent green highlighter pen with chisel tip	Schedule II	900	Nos.
14	High lighter pen	Fluorescent orange highlighter pen with chisel tip	Schedule II	1000	Nos.
15	High lighter pen	Fluorescent pink highlighter pen with chisel tip	Schedule II	900	Nos.
16	Whitener pen	Correction pen with metal tip, minimum 1 mm writing width	Schedule II	1000	Nos.
17	Whitener tape	Correction tape, 5 mm width and 30 m length	Schedule II	500	Nos.
18	HB Pencil	HB grade wooden pencil, pre-sharpened (10 pieces per box)	Schedule II	1000	Boxes
19	Sharpener	Single-hole sharpener with hardened steel blade (10 pieces per box)	Schedule II	300	Boxes
20	Eraser	White non-dust rubber eraser, large size	Schedule II	800	Nos
21	Chalk piece	Dust-controlled coloured chalk pieces (100 pieces/ box)	Schedule II	400	Boxes
22	Chalk piece	Dust-controlled white chalk pieces (100 pieces/ box)	Schedule II	400	Boxes
23	Exam Writing pads	Transparent writing board suitable for A4 sheets, with metal clip	Schedule II	1000	Nos.

24	Faculty Attendance Register	50 pages, ruled, 85 GSM paper, soft bound	Schedule II	600	Nos.
25	Student Attendance Register	50 pages, ruled, 85 GSM paper, soft bound	Schedule II	1000	Nos.
26	Long sized	Hard bound ruled notebook, minimum 172 pages	Schedule II	1250	Nos.
27	Sticker Label	A4 self-adhesive printable label sheet suitable for laser and inkjet printers	Schedule II	1100	Nos
28	Page Markers Flag/ Note flag	Four-colour repositionable page marker flags, total 400 sheets per pack	Schedule II	600	Packs
29	Battery AA	AA alkaline battery, leak-resistant, shelf life minimum 3 years	Schedule II	2500	Nos.
30	Battery AAA	AAA alkaline battery, leak-resistant, shelf life minimum 3 years	Schedule II	3500	Nos.
31	Stamp pad	Blue ink stamp pad, size approximately 15.7 cm × 9.6 cm	Schedule II	700	Nos.
32	Stamp pad	Violet ink stamp pad, size approximately 110 × 69 mm	Schedule II	450	Nos.
33	Stamp Pad Ink	Blue stamp pad refill ink, 30 ml bottle	Schedule II	600	Bottles
34	Stamp Pad Ink	Violet stamp pad refill ink, 30 ml bottle	Schedule II	450	Bottles
35	Paper weight	Transparent glass paper weight, minimum 200 g weight	Schedule II	50	Nos.
36	Scissor	Medium-size office scissors with stainless steel blades and rounded tips	Schedule II	300	Piece
37	Spiral binding polyester film Transparent	A4, smooth glossy finish, 150-200 microns thickness minimum	Schedule II	1000	Pack
38	Spiral binding polyester film Blue	A4, smooth glossy finish, 150-200 microns thickness minimum	Schedule II	1000	Pack
39	Spiral binding polyester film Green	A4, smooth glossy finish, 150-200 microns thickness minimum	Schedule II	1000	Pack
40	Spiral binding polyester film Red	A4, smooth glossy finish, 150-200 microns thickness minimum	Schedule II	1000	Pack
41	Calculator	Desktop calculator with minimum 12-digit LCD display, percentage, memory and square-root functions	Schedule II	300	Piece
42	Executive Bond paper	A4 size executive bond paper, 85–100 GSM, white, 500 sheets per ream	Schedule II	500	Ream
43	Officers scribbling Pad	A4 scribbling pad, minimum 50 sheets, paper not less than 70 GSM	Schedule II	800	Piece
44	Visiting card holders	100 card capacity minimum smooth edges and neutral colour	Schedule II	300	Piece
45	Photo paper Matte	A4 photo paper, matte finish, minimum 180 GSM, compatible with inkjet printers	Schedule II	500	Ream
46	Green legal sheet	Green legal-size paper, 70–80 GSM, bundle of 500 sheets	Schedule II	100	Bundles
47	Black ball pen	Black ball pen, oil-based ink, tip size 0.6–0.7 mm (10 pieces per pack)	Schedule I	800	Packs

3. Addition of Performance Security Deposit (PSD) Clause

Existing Clause (Section-IV, 5. Performance security): The successful bidder shall have to deposit an amount 3% of total estimated annual value as Performance Security Deposit (PSD) within two weeks after award of contract.

Revised Clause: The successful bidder shall remit a **Performance Security Deposit (PSD) of 3% of total annual contract value)** within **10 days** from the date of issue of the Supply Order/LoA. The PSD shall be submitted in the form of **SBI COLLECT/Demand Draft / Banker's Cheque / Online Transfer** in favour of '*AIIMS Madurai*', payable at Madurai. Failure to deposit the PSD within the stipulated time shall lead to **cancellation of the award** and **forfeiture of the right to supply**, without prejudice to any other action as per GFR 2017 and institutional procurement rules. The PSD will be refunded after successful completion of supply and acceptance of items by the Institute. No interest shall be payable on the PSD."

4. Correction of Arbitration Clause

Existing Clause: "The sole arbitrator shall be appointed by the Executive Director, AIIMS Madurai."

Revised Clause: "The arbitrator shall be appointed jointly by both parties from a panel of three independent arbitrators proposed by AIIMS Madurai, in accordance with the Arbitration and Conciliation Act, 1996 (as amended)."



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No.: AIIMS-Madurai/Central Stores/Stationery/Addendum/2026-27/01 Date:04/07/2026

ADDENDUM TO THE TENDER DOCUMENT

Supply of Stationery Items for AIIMS Madurai through CPP Portal

Tender Ref. No.: AIIMS/MDU/CS/Station/26/01 dated 11.06.2026

In continuation of the above referred tender, the following additional clauses and annexures are hereby incorporated into the tender document. These provisions shall form an integral part of the tender and shall be read in conjunction with all other tender conditions.

1. L1 Counter Sample Provision

*“To safeguard institutional quality benchmarks without restricting competition a clause must be added stating that physical counter samples will be requested **only** from the finalized L1 bidder after financial bid opening, prior to the formal award of the Rate contract”*

2. Schedule of Requirement cum Model/Make Compliance Statement (Annexure–SRMS)

The following clause shall be added under **Section III – Eligibility Conditions**:

*“All bidders shall upload a duly filled and signed **Schedule of Requirement cum Model/Make Compliance Statement (Annexure–SRMS)** for each quoted item along with supporting product catalogues, technical datasheets and relevant test certificates wherever applicable. Failure to submit the prescribed compliance statement shall render the bid non-responsive.”*

3. Post-Supply Inspection

The following clause shall be added under **Section IV – General Conditions of Contract**:

“All supplies shall be subject to post-delivery inspection by AIIMS Madurai. Any item found not conforming to the specifications prescribed in the tender document shall be rejected and shall be replaced by the supplier within seven (7) days without any additional financial implication to the Institute. Repeated failure (more than two occasions) to supply conforming items may lead to termination of the contract and forfeiture of the Performance Security Deposit, without prejudice to any other action permissible under the contract.”

4. MSME Eligibility Clarification

The following clause shall be added under **Section III – Eligibility Conditions**:

“As per Ministry of MSME Office Memorandum F.No.21(11)/2018-MA dated 31.12.2018 read with Office Memorandum F.No.22(1)/2012-MA dated 24.10.2016 (FAQ No.18), **traders, sole agents and distributors are not eligible** to claim benefits under the Public Procurement Policy for Micro and Small Enterprises (MSEs). Only manufacturing MSEs possessing valid Udyam Registration indicating manufacturing activity relevant to the quoted items shall be eligible for such benefits.

Additional Note:

- Schedule-I items are reserved exclusively for eligible manufacturing MSEs.
- Traders, sole agents and distributors shall not be eligible under Schedule-I.
- For Schedule-II items, traders, sole agents and distributors are permitted to participate.

5. Additional Annexures

The following annexures shall form part of the tender document:

- **Annexure–SRMS:** Schedule of Requirement cum Model/Make Compliance Statement.

All other terms and conditions of the tender shall remain unchanged.

**ANNEXURE – SRMS: Schedule of Requirement cum Model/make Compliance
Statement(TEMPLATE)**



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SCHEDULE OF REQUIREMENT CUM MODEL/MAKE COMPLIANCE SHEET

(To be uploaded by every bidder as a signed PDF.)

(To be filled by the Bidder)

Tender Ref.: AIIMS/MDU/Stores/_____

Tender No.: _____

Name of Bidder: _____

The bidder hereby confirms compliance with the Schedule of Requirements specified in the tender document as detailed below:

Sl. No.	Item Description	Specification as per Tender	Bidder's Offered Specification/Brand/model*	Compliance (Yes/No)

* bidders may submit their catalogues containing the above details.

Declaration

We certify that the information furnished above is true and correct. We further certify that all items offered comply with the specifications and requirements contained in the tender document. We understand that any deviation not specifically brought to the notice of the Purchaser may render our bid liable for rejection.

Place: _____

Date: _____

Signature of Authorized Signatory: _____

Name: _____

Designation: _____

Seal of Firm