



U. T. ADMINISTRATION OF
DADRA & NAGAR HAVELI AND DAMAN & DIU
DEPARTMENT OF HEALTH & FAMILY WELFARE
O/o. THE MEDICAL SUPERINTENDENT
NAMO HOSPITAL, DAMAN
Marwad, Daman – 396 210
Email: damannamohospital@gmail.com



No. NAMO/DMN/ Private-Room-Kit /2026-27/2054

Dated:- .10.2026

QUOTATION NOTICE

Sealed quotations are invited on behalf of Rogi Kalyan Samiti (RKS), NAMO Hospital, Daman, from eligible and reputed agencies, suppliers and authorized dealers for the supply of **Patient Amenity Kits for Private Rooms at NAMO Hospital, Daman**, on an item-wise unit rate basis, inclusive of applicable taxes, GST, packaging, transportation, delivery and prescribed customization/branding charges, as per the specifications and terms and conditions mentioned herein.

1. Schedule of Items, Set Composition and Financial Bid/Rate Quotation Format

Bidders are requested to quote Unit Rates (Rate / Unit) inclusive of all taxes, GST, and custom branding charges as per the format below:

Table A: Linen Set : (Required qty: as per required) which includes below mentioned items/kit:

Sr. No.	Item Description	Unit	Custom Branding Specification	Quoted Rate /Unit (Incl. GST)
1	Bath Towel	1 No.	Embroidered Hospital Logo & Name	
2	Hand Towel	1 No.	Embroidered Hospital Logo & Name	
3	Face / Guest Napkin	1 No.	Embroidered Hospital Logo & Name	

2. Terms & Conditions

1. Unit Rate Quotation: The bidder shall compulsorily quote the **item-wise unit rate (Rate per No./Unit)** for each item specified under **Table A**. The quoted rates shall be considered for preparation of the respective complete kits as per the prescribed kit composition and quantities.

2. Inclusive Rates:

The quoted unit rates shall be **inclusive of all applicable GST/taxes, packaging, printing/embroidery, customization, branding, freight, transportation, loading/unloading and delivery charges up to NAMO Hospital, Daman**. No additional charges shall be payable over and above the quoted rates.

3. Kit Composition, Assembly, Packaging and Branding:

The successful bidder shall be responsible for the **procurement, assembly, packaging and supply of complete kits** strictly in accordance with the item-wise composition, quantities and specifications prescribed under **Table A (Linen Set)**. Each kit shall be supplied as a **complete, ready-to-use and individually packed unit**, containing all prescribed items in the specified quantities.

4. Packaging and Branding:

The outer packaging of each kit shall prominently bear the **name and logo of "NAMO Hospital, Daman"** as per the design, size, colour, placement and branding specifications approved by the Hospital Authority. Wherever specified in the respective tables, the individual items shall also carry the prescribed **printed/embroidered hospital name and logo**.

5. Sample Approval:

The successful bidder shall submit **samples of the complete assembled kits, including packaging and proposed printing/embroidery/branding**, for approval of the competent authority before commencement of bulk production and supply. Bulk supply shall be made strictly as per the approved sample.

6. No Deviation or Substitution:

No alteration, substitution, omission or deviation in the **item, quantity, specification, quality, packaging or branding** of the approved kit shall be permitted without prior written approval of the competent authority.

7. Quality Standard: All products must strictly adhere to healthcare-grade quality, hygienic packaging, and standard hospital norms.

8. Documents to be Submitted:

The bidder shall submit the required **firm/agency details, PAN, GST registration certificate and other relevant documents**, as applicable, along with the quotation. The competent authority may seek additional documents wherever considered necessary for verification

9. Pricing & Taxes: Quoted unit rates must be inclusive of all GST, taxes, packaging, custom hospital name & logo branding on kit, freight, loading/unloading, and delivery to NAMO Hospital, Daman.

10. Delivery Period: Supply must be completed within 15 days from the date of Purchase Order issuance.

11. Right of Acceptance: The Member Secretary (GB), Rogi Kalyan Samiti, Daman reserves the right to accept or reject any quotation without assigning reasons.

12. Payment Terms

Payment shall be made by Rogi Kalyan Samiti (RKS), NAMO Hospital, Daman, after satisfactory **delivery, inspection and acceptance of the complete kits**, and on submission of the **valid invoice/bill and required supporting documents** by the supplier, subject to availability of funds and applicable rules.

13 Last Date & Time of Submission: 24/10/2026 up to 12:00 PM.

14. Date & Time of Opening: 17/10/2026 at 10:30 AM.


Member Secretary (GB), RKS
NAMO Hospital, Daman

Copy to:

1. P.A. to the Collector, Daman / Chairman (GB), RKS, NHD for kind information.
2. Notice Board / Official Website for wide publicity.