

INVITATION FOR QUOTATION

TEQIP-II/2014/NITECR/Shopping/27

25-Feb-2014

To,

Sub: Invitation for Quotations for supply of Goods

Dear Sir,

1. You are invited to submit your most competitive quotation for the following goods with item wise detailed specifications given at Annexure I,

Sr. No	Brief Description	Quantity	Delivery Period(In days)	Place of Delivery	Installation Requirement (if any)
1	Color Printer	1	30	National Institute f Technology Raipur	Yes
2	Projector Screen	1	30	National Institute of Technology Raipur	Yes

2. Government of India has received a credit from the International Development Association (IDA) towards the cost of the **Technical Education Quality Improvement Programme[TEQIP]-Phase II** Project and intends to apply part of the proceeds of this credit to eligible payments under the contract for which this invitation for quotations is issued.
3. Quotation,

3.1 The contract shall be for the full quantity as described above.

3.2 Corrections, if any, shall be made by crossing out, initialing, dating and re writing.

3.3 All duties and other levies payable by the supplier under the contract shall be included in the unit price.

3.4 Applicable taxes shall be quoted separately for all items.

3.5 The prices quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.

3.6 The Prices should be quoted in Indian Rupees only.

4. Each bidder shall submit only one quotation.

5. Quotation shall remain valid for a period not less than **55** days after the last date of quotation submission.

6. Evaluation of Quotations,

The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which

6.1 are properly signed ; and

6.2 confirm to the terms and conditions, and specifications.

6.3 The Tenderer / Bidder need to submit the following certificates along with the quotation to confirm their eligibility:

- * Proof of establishment of Firms/shop/business/manufacturing unit etc. and Dealership certificate from the principals etc.

- * A valid Sales Tax/Commercial Tax/Service Tax certificate should be enclosed.

- * Photocopy of PAN card issued in favor of the bidder.

7. The Quotations would be evaluated for all items together.

8. Award of contract:

The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.

8.1 Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.

8.2 The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.

8.3 Performance Security (PS): The successful bidder has to furnish "Performance Security of 10% of the ordered value in Indian Rupee", in the form of Account Payee Demand Draft, / Fixed Deposit and / or unconditional Bank Guarantee encashable on demand from the Director, NIT, Raipur, from a nationalized Bank with validity period of sixty (60) days beyond the date of completion of all contractual obligations of supplier including guarantee / warranty obligations. The Performance Security is to be furnished in favor of the Director, National Institute of Technology, Raipur, within ten days of intimation.

The Performance Security will be discharged by the Purchaser and returned to the supplier not later than 60 days following the date of completion of the supplier's performance obligations, including any warranty obligations.

9. **Delayed delivery:** Maximum one month extension in delivery period may be given on the receipt of written request of the successful vendor; however liquidated damage at the rate of 5% per month or part thereof will be recovered from the firm of the value of undelivered goods. Request for extension in delivery period should be made before the last date of supply as mentioned in Purchase Order.

Non delivery beyond extended period: If the Tenderer fails to execute the order within the delivery period as mentioned above the order will be cancelled.

10. Payment shall be made in Indian Rupees as follows:

Delivery and Installation - 0% of total cost

Satisfactory Acceptance - 100% of total cost

11. All supplied items are under warranty of **12** months from the date of successful acceptance of items.

12. You are requested to provide your offer latest by **15:00** hours on **21-Mar-2014** .

13. Detailed specifications of the items are at Annexure I.
14. Training Clause (if any) **NA**
15. Testing/Installation Clause (if any) **Yes**
16. Information brochures/ Product catalogue, if any must be accompanied with the quotation clearly indicating the model quoted for.
17. Sealed quotation to be submitted/ delivered at the address mentioned below, mentioning the reference number of this letter
- National Institute of Technology (Formerly Engineering College, Raipur) Raipur – 492 010
(Chhattishgarh)
18. We look forward to receiving your quotation and thank you for your interest in this project.

REGISTRAR

NIT RAIPUR

Annexure I

Sr. No	Item Name	Specifications
1	Color Printer	Deskjet Ink Advantage- All-in-One Printer, Screen type/size: 3.45" (8.7 cm) Touchscreen (Clr), ISO Speed (Blk/clr) : 12 ppm/8.5 ppm, Cartridge System/Type: 685/685, Cartridge Yield (Blk/clr): 550/300, Networking/Connectivity: USB
2	Projector Screen	Automatic Projector Screen

FORMAT FOR QUOTATION SUBMISSION

(In letterhead of the supplier with seal)

Date: _____

To:

Sl. No.	Description of goods (with full Specifications)	Qty.	Unit	Quoted Unit rate in Rs. (Including Ex Factory price, excise duty, packing and forwarding, transportation, insurance, other local costs incidental to delivery and warranty/ guaranty commitments)	Total Price (A)	Sales tax and other taxes payable	
						In %	In figures (B)
Total Cost							

Gross Total Cost (A+B): Rs. _____

We agree to supply the above goods in accordance with the technical specifications for a total contract price of Rs. _____ (Amount in figures) (Rupees _____ amount in words) within the period specified in the Invitation for Quotations.

We confirm that the normal commercial warranty/ guarantee of _____ months shall apply to the offered items and we also confirm to agree with terms and conditions as mentioned in the Invitation Letter.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

Signature of Supplier

Name: _____

Address: _____

Contact No: _____