

PUR/80/13

**Sub: Notice inviting quotation for furniture.**

This Institute intends to purchase "Furniture" as per specifications notified in "**Annexure – A**". Please send your quotation to the undersigned in a sealed cover duly super scribed on envelop "Quotation for furniture" so as to reach latest by closing date/time i.e. 30.04.14 up to 4.00 P.M.

**The Terms & Conditions are as under:-**

- 1) It may be noted that quotation will be sent through registered/speed post only. The institute is located in a remote area and it takes 5 to 7 days to reach the mail, therefore, quotation be dispatched well in time to avoid any sort of delay.
- 2) Rate of ST/VAT if extra must be mentioned clearly.
- 3) The other terms & conditions for submitting the quotation are given overleaf which must be read carefully before submitting the quotation.
- 4) Quotation other than those addressed will not be entertained.
- 5) The Prices quoted must be FOR SLIET, Longowal.
- 6) Quotations received later than 4.00 PM on due date are liable to be ignored.
- 7) Quotation must be sent on the letter head of the party.
- 8) As per instructions if purpose of quotation is not super scribed and quotation is opened by mistake then it may be rejected.

F. I/c (Purchase)

## TERMS & CONDITIONS FOR QUOTATION

DELIVERY	The rate quoted must preferably be free delivery/F.O.R. Longowal after allowing the discount, if any. Where quoted extra advalorem rate payable should clearly be indicated. Supply should be made within the specified delivery period.
TERMS OF PAYMENT	Our normal terms of payment is within 45 days after receipt of stores in good condition by means of cheque/draft
TAXES	No sales tax concession against Form C and 'D' is admissible to this Institute. However, <b>form of certificate</b> being an educational institute can be issued if sales tax concession is admissible.
EXEMPTIONS	Excise and customs duties are exempted to the institute.
DIRECTOR'S RIGHTS	Director, SLIET, reserves the rights of acceptance or rejection of any or all quotations. The discretion for increasing or decreasing of the quantities also rests with him. SLIET also not bind itself to accept does the lowest price. In case of any dispute, the decision of Director SLIET will be final & binding.
VALIDITY OF QUOTATIONS	Quotations will be considered valid for 3 months from the date of receipt.
CORRESPONDENCE	No correspondence regarding acceptance/rejection of a quotation will be entertained.
SAMPLE/BRAND/MAKE/WEIGHT	Sample where asked for, will invariably be made available and sent along with the quotations. However, Brand/Make/Weight etc. must be mentioned clearly in the quotations. Technical literature/pamphlet should also be enclosed.
REJECTION	Quotation not confirming to the set procedure as above will be rejected.
DISCOUNT/REBATES	A special discount/rebate wherever admissible keeping in view that the supplies are being made for education purpose in respect of Public Institution of national importance may please be indicated. Conditional, telegraphic quotation shall be rejected out rightly. SLIET shall not be held responsible for any postal delay in sending or late receipt of quotation. Quotation should be free from corrections & erasures.

Faculty I/c (Purchase)

**“Annexure – A”**

<b>S. No.</b>	<b>Description of item</b>	<b>Qty.</b>	<b>Remarks</b>
1.	<p><b>Wooden Top Steel frame beds</b>            Size 6'x3'x1/ 2 ' frame of 1"x1" sq. pipe of 16 SWG with rubber shoes. Water proof 9mm ply should be fixed on the top with 20 Nos. of nut bolt. Pipe should be painted with light gray enamel paint after 2 coat of primer. All sides of joints should be covered with welding. Drawing of bed is also attached for reference.</p>	270 nos.	
2.	<p><b>Dining tables</b>            Table top: size 8'x4' laminated water proof 3/4 " board. All sides covered with 1 1/2 " beading. Polish type: Natural/brown.            Table frame size: 3'- 2 1/2 " x 7'- 2 1/2 "            Frame pipe: 1 1/2 " x 1 1/2 " Heavy duty pipe or 10/12 SWG pipe. All sides of joints should be covered with welding.            Paint: Matching with table top.            Drawing of bed is also attached for reference.</p>	15 nos.	
3.	<p><b>Study Tables</b>            Size 3'x2' frame of 1" sq. pipe of 16 SWG with rubber shoes. Board 3/4 covered with beading 1 1/2 " width and 6mm thick teak wood and top covered with 1mm thick ISI marked sunmica and duly polished. Pipe painted with first primer and light gray enamel paint.            Single drawer made of 18/20 SWG sheet good quality lock be fixed on top right side of the table. All sides of joints should be covered with welding. Drawing of bed is also attached for reference.</p>	270 nos.	