

Registered

M/s _____

_____**Sub: Notice Inviting quotation for purchase of equipment.**

This Institute intends to purchase an item as per detailed specifications notified here under. Please send your quotation to the undersigned in a sealed cover duly super scribed on envelop %Quotation for equipment under CSIR project+so as to reach latest by closing date i.e. 30.03.15.

S. No.	Description of item	Qty.	Remarks
1.	DC Power Supply To provide DC power supply at controlled voltage or controlled current from normal 220 V AC mains <ul style="list-style-type: none"> • DC potential range 0-15V. • DC current range 0-2A. • Accuracy potential $\pm 1\text{mV}$, current $\pm 1\text{mA}$ Digital readout of DC output voltage and current.	01 no.	

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 due date are liable to be ignored.
- 7) Duly signed 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 ad-valorem rate payable should clearly be indicated. Supply should be made within the specified delivery period.
TERMS OF PAYMENT	Our normal term of payment is within 45 days after receipt of stores in good condition by means of cheque/draft/RTGS.
PERFORMANCE SECURITY	In case the quoted value is Rupees one lac and above, Performance Security @5% of order value in the shape of Acct. Payee Draft, FDR or BG valid for a period of sixty days beyond the date of completion of all contractual obligations of the supplier including warranty obligations, as per GFR-2005 rules, is also required.
TAXES	No sales tax concession against Form 1 and 2 is admissible to this Institute. However, Form E certificate being an educational institute can be issued if sales tax concession is admissible.
EXEMPTIONS	Excise and customs duties are exempted to the institute. The relevant exemption certificate will be issued to the successful bidder only if the excise duty/custom duty is exclusively mentioned in the Quotation. In case the offered items are to be imported, the rates should be quoted in foreign currency on FOB basis. Basic duty as applicable under notification No. 51/96 customs dated 23.07.1996 as applicable shall be borne by the institute. If the price quoted is in foreign currency then payment shall be made through letter of credit against submission of B.G. of Min. 25% value of supply order, if the order value is more than US\$ 10,000 or through Telegraphic Transfer (TT) if the order value is less than US\$ 10,000 through Nationalized banks. The bank charges outside India should be borne by the Beneficiary. Clearance at customs will be arranged by us but you will assist our clearance agent. In case of indigenous item the price must be quoted in Indian Rupees and 100% payment will be made only after successful installation, testing and commissioning of equipment. No advance payment will be made.
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 03 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. Conditional, telegraphic quotation shall be rejected out rightly.
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.
GENERAL TERMS	SLIET shall not be held responsible for any postal delay in sending or late receipt of quotation. Quotation should be free from corrections & erasures. Other terms & Conditions will be applicable as per GFR-2005.

Faculty I/c (Purchase)