

## INVITATION FOR QUOTATION

CEK/TEQIP-II/F F/40/2018

01-Oct-2018

### 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 .

Sr. No	Brief Description	Quantity	Delivery Period(In days)	Place of Delivery	Installation Requirement (if any)
1	Name board for rooms - Size - 4inch x1.5ft, made in foam material (plastic) to be fixed on wall (3mm thick) with Blue Base (Side Wrapping) & white letter	43	45	College of Engineering Kidangoor	Yes
2	Name board for rooms - Size - 4inch x1.5ft, made in foam material with fixing frame including chains (3mm thick with Blue Base (Side Wrapping) & white letter - single side)	5	45	College of Engineering Kidangoor	Yes
3	Name board for staff - Size - 4inch x1.5ft, made in foam material to be placed on table - (3mm thick with Blue Base (Side Wrapping) & white letter - single side)	89	45	College of Engineering Kidangoor	Yes
4	Vision & Mission board - Size – 2ft x3ft, made in foam material to be fixed on wall - (3mm thick with Blue Base (Side Wrapping) & white letter - single side)	8	45	College of Engineering Kidangoor	Yes

5	Milestone Board at Principal room - size – 3ft x4ft, made with ACP with border frame	1	45	College of Engineering Kidangoor	Yes
6	Description board of different sections - Made with glass with names in sticker (size 2 ft×3 ft) to be fitted at the entrance of the library	1	45	College of Engineering Kidangoor	Yes
7	Property counter instruction board - Made of Foam (Size 3 ft×2 ft), 3mm thick with Blue Base (Side Wrapping) & white letter	1	45	College of Engineering Kidangoor	Yes
8	Library collection statistics board - Made of foam with names in sticker (Size 5 ft×4 ft), 3mm thick with Blue Base (Side Wrapping) & white letter	1	45	College of Engineering Kidangoor	Yes
9	Shelf list boards for book stacks-Guide boards in book display rack, 4 in each rack. Made in foam (size 12 cm×12cm), 3mm thick with Blue Base (Side Wrapping) & white letter	60	45	College of Engineering Kidangoor	Yes
10	Classification schedule board - Made of foam (size 4 ft× 3 ft), 3mm thick with Blue Base (Side Wrapping) & white letter	1	45	College of Engineering Kidangoor	Yes
11	To display safety measures & list of experiments in labs, size - 3x3 feet, made in foam material (plastic), 3mm thick with Blue Base (Side Wrapping) & white letter	46	45	College of Engineering Kidangoor	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 (to be submitted as per the format given in Annexure II)
  - 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 **45** 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.
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.

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

**Delivery and Installation - 0% of total cost**

**Satisfactory Acceptance - 100% of total cost**

10. All supplied items are under warranty of **12** months from the date of successful acceptance of items and for the warranty period bank guarantee amounted to 5% of the total amount is to be submitted.

11. You are requested to provide your offer latest by **15:00** hours on **15-Oct-2018** .

12. Detailed specifications of the items are at Annexure I.

13. Training Clause (if any) **required**

14. Testing/Installation Clause (if any) **Installation required**

15. Information brochures/ Product catalogue, if any must be accompanied with the quotation clearly indicating the model quoted for.

16. Sealed quotation to be submitted/ delivered at the address mentioned below,

OFFICE OF TEQIP, COLLEGE OF ENGINEERING KIDANGOOR, KIDANGOOR SOUTH P.O, KOTTAYAM - 686 583, KERALA, INDIA.

17. We look forward to receiving your quotation and thank you for your interest in this project.

(Authorized Signatory)

Name & Designation

**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)
<b>Total Cost</b>							

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: \_\_\_\_\_