



भाकृअनुप भारतीय कदन्न अनुसंधान संस्थान
ICAR – INDIAN INSTITUTE OF MILLETS RESEARCH
(ज्वार अनुसंधान निदेशालय-DIRECTORATE OF SORGHUM RESEARCH)
राजेन्द्रनगर, हैदराबाद/Rajendranagar, Hyderabad-500030
Phone: 040-24599300.Faxno.040-24599304.www.millets.res.in



F.No.1-702/15-16/ST

Date: 20-11-2015

ENQUIRY

To -----

Dear Sir,

Sub:-Quotation for Purchase of Fabrication of movable Rain out shelter – reg

We are interested to take up the following **Fabrication of movable Rain out shelter**. Detailed specifications, quantity required etc, are as below. Please forward your quotation in **two-way bid system** in a sealed cover with super scribing of enquiry number and date to the Director, IIMR, (DSR), Rajendranagar, Hyderabad-500030.

Enquiry should be submitted in sealed envelope. The envelope shall be addressed to the Director, Indian Institute of Millets Research, (IIMR), Rajendranagar; Hyderabad -500030, (purchaser) and it should also bear the tender enquiry number and name of the **quotation for Fabrication of movable Rain out shelter**.

A DD of **Rs.200/-** towards enquiry fees and **Rs. 14,000/-** towards EMD in form of DD in favour of ICAR UNIT-DSR" Account payable at Hyderabad should be enclosed with technical bid otherwise your enquiry will not be considered.

Date and time for submission of quotation on or before 11.12.2015 up to 02.00 pm
Date and time for opening of technical bid 11.12.2015 at 02.30 pm

In the event of date specified proposal submission for Enquiry Receipt declared as closed holiday for Office, the due date for the submission of the Enquiry will be the following working day.

PROPOSAL SUBMISSION:

Interested bidders should submit both technical and financial proposals in two parts namely.

- | | | | |
|---|--------------------|----|-------------------------|
| A | Technical Proposal | -- | Part "A" -- Annexure-I |
| B | Financial Proposal | -- | Part "B" -- Annexure-II |

The technical and financial proposal must be submitted in two separate sealed envelopes indicating clearly on envelopes as **"TECHNICAL PROPOSAL"** and **"FINANCIAL PROPOSAL"**. Financial proposal to indicate a warning **"DO NOT OPEN WITH THE TECHNICAL PROPOSAL"**. The envelopes containing the Technical and Financial Proposals shall be placed into an outer envelope and sealed. This outer envelope shall bear the title of the assignment **"Quotation for Fabrication of movable Rain out shelter"** and also the address of the Director IIMR as mentioned above.

: 2 :

Technical Proposal should be prepared considering the detailed specifications of the item as mentioned in the Annexure-I. On the basis of detailed specification a check list is attached as **Annexure-I & III** which is must be submitted only along with the technical proposal, duly signed and sealed. The eligibility of a bidder will be as per checklist Annexure-III and all the bidders have to fulfill all the conditions of checklist. Technically qualified bidders will be informed the date & time of opening of Financial Bid.

FINANCIAL PROPOSAL CONTENT

Financial proposal (In Indian Rupees) should be in the form of a lump sum amount inclusive of all taxes etc., for the said "**Fabrication of movable Rain out shelter**" and should be submitted in the attached Annexure – II only.

Yours faithfully,

Administrative Officer I/c

Technical Proposal

Fabrication of movable Rain out shelter

Sl.No.	Specifications	MAKE	Yes/No
01.	<p>Kind of rainout shelter: Movable, Battery operated (semi-automatic) & Manual</p> <p>Size of Rain-out shelter: 16meters (length) X 9 meters (width) X 4 meters (Height).</p> <p>Size of Rail track: 36 meters.</p> <p>Roof of Rain-out shelter: 6mm or more thick unbreakable polycarbonate sheet, anti dust, light transmission 80% or more.</p> <p>Quantity: 1 No</p>		

Before submitting the quotation you are requested to read the detailed instructions mentioned overleaf.

Date: _____

Signature & Seal of the Firm

Email: _____

Ph .No (Office): _____

Cell: _____

Financial Proposal

Sl. No	Specifications	Unit Price	Total Price	Sales Tax/vat	Total Amount
01.	<p>Kind of rainout shelter: Movable, Battery operated (semi-automatic) & Manual</p> <p>Size of Rain-out shelter: 16meters (length) X 9 meters (width) X 4 meters (Height).</p> <p>Size of Rail track: 36 meters.</p> <p>Roof of Rain-out shelter: 6mm or more thick unbreakable polycarbonate sheet, anti dust, light transmission 80% or more.</p> <p>Quantity: 1 No</p>				

Note:

- 1) Items should be delivered at IIMR.
- 2) Sales tax/VAT should be indicated clearly.
- 3) Prices should be quoted only in Indian rupees.

We are herewith undertaking that the details provided above are true and to abide by the terms and conditions contained in the bid document of IIMR.

Signature of authorised official
(With seal and stamp)

Name: _____

Designation: _____

IMPORTANT INSTRUCTIONS

1. No advance payment will be made.
2. The price quoted should be F.O.R, RAJENDRANAGAR, HYD-30, preferably door delivery to IIMR (DSR) premises.
3. The sales tax etc. should be clearly indicated separately wherever chargeable.
4. The acceptance of the quotation will rest solely with the Director, IIMR and reserves the right to reject or partially accept any or all the quotations received without assigning any reasons thereof.
5. Time is the essence of the order as our requirements are connected with time targeted research programs. In case of delay or non-compliance of this order liquidated damages will be levied @ 2% per week subjected to maximum of 10% of the order value. Further EMD if any will be forfeited and suitable legal action will be taken against you.
6. The quantities are approximate, it may vary up to 30% you should accept the same as per final order depending upon our requirement as per the rate quoted by you.
7. YOUR QUOTATION SHOULD BE VALID ATLEAST FOR THREE MONTHS FROM THE DATE OF SUBMISSION.
8. This office will not be held responsible for any postal delay.
9. Payments will be made by RTGS/electronically within 30 days only on Satisfactory installation report from the indentor. RTGS details may also be submitted with the tender/enquiry/quotation.
10. Any disputes arising out of this order will be subject to the Jurisdiction of Ranga Reddy District.

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Check list

Annexure-III

Minimum requirements to be checked at the time of opening technical proposal by the committee.

1	Enquiry/Tender fees DDNO. Dt:	Y/N	Page No
2	EMD DD.No. Dt:	Y/N	
3	Validity of the quotation :90 Days	Y/N	
4	Delivery period :3-4 weeks	Y/N	
5	ORIGINAL- Tender form must be submitted duly signed and Stamped on each page	Y/N	
6	One supplier one Quotation only	Y/N	
7	Tax Identification Number copy of the firm	Y/N	
8	Copy of the PAN		
9	Price Quote must be in the format enclosed Annexure-II	Y/N	
10	Turn over should equal to or more than ₹ 15,00,000/- in any of the three years out of last five years. (copy of IT returns and copy of Annual Accounts Certified by CA or self attested must be enclosed as proof) 2014-2015 2013-2014 2012-2013 2011-2012 2010-2011	Y/N	
11	Any refusal or Non- supply of previous order. In case of refusal or non-supply of previous orders (Beyond the given time) the bid of such firms will not be considered.	Y/N	

I have gone through the conditions and certified that all the information provided are true. In case of any false information given by me, my tender may be rejected for which the purchaser will not be held responsible.

Date:

Signature of the bidder

Name:- _____

Seal and stamp:- _____