



DIRECTORATE OF SORGHUM RESEARCH
(INDIAN COUNCIL OF AGRICULTURAL RESEARCH)

National Agricultural Innovation Project

Rajendranagar: Hyderabad – 500 030

Phone: 040-24015349, 040-24018651, 040-24018799, Fax: 040-24016378

F.No: NAIP/38/2013-14/ST

Date: 26-07-2013

To

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.....

Dear Sirs,

1. You are invited to submit your most competitive quotation for the following goods:-

Brief Description of the Goods	Specifications*	Quantity	Delivery Period	Place of Delivery	Installation Requirement if any
Ribbon Blender	As given below	ONE	30 days	Stores Officer, DSR, Rajendranagar, Hyderabad 500 030	Yes

Detailed description

Specifications for Ribbon Blender

The instrument should have capacity Min.1kg to Max.10 kg, Tank made of stainless steel 304 grade with ribbon blade and motor capacity 0.5 HP motor with Gear box and RPM 45

Note:

*Free installation and training to DSR staff's should be provided by the manufacturer/ supplier

* Where ISI Certification marked goods are available in market, procurement should generally be limited to goods with those or equivalent marking only.

2. Government of India has received a credit from World Bank in various currencies towards the cost of National Agricultural Innovation Project and intends to apply part of the proceeds of this credit to eligible payments under the contract for which this invitation for quotation is issued.
3. Quoted Price:
 - (a) The bidder shall quote for items in the format of quotation attached.
@ Note: Format to be used when evaluation is to be done for all the items put together.
 - (b) All duties, taxes and other levies payable by the bidder (other than sales tax on The finished goods) shall be included in the item rate, Sales tax if any should be quoted separately.
 - (c) The rates quoted for each item shall be fixed for the duration of the contract and shall not be subject to adjustment.
 - (d) Rates or partial quantity of an item is not acceptable.
 - (e) Corrections if any shall be made by crossing out, initialing, dating and rewriting.
 - (f) Telex or Facsimile quotations are not acceptable.
4. Each bidder must submit only one quotation.
5. Validity of quotations :
The quotation shall remain valid for a period not less than 45 days after the deadline fixed for submission of quotations.
6. Evaluation of quotations:
The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e., which are properly signed, and conform to the terms and conditions and specifications in the following manner.
 - (a) The evaluation will be done excluding the sales tax. If the bidder has included the sales tax in his quotation for the item rate, it will be treated as Through it is exclusive of the sales tax and no down loading of sales tax will be made.
 - (b) The evaluation would be done for all the items put together. The items for Which no rates have been quoted would be treated as zero and the total amount would be computed accordingly. The bidder who has quoted for partial quantity of anyone or more items(s) would be treated as non – responsive. Purchaser will award the contract to the responsive bidder whose total cost for all the items put together is the lowest.

7. Award of contract:

- (a) The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest price as per para 6 (b) above.
- (b) The Purchaser reserves the right at the time of contract award to increase or decrease the quantities of items indicated in para 2 above by 25% without any change in the unit price or any other terms and conditions.
- (c) The Purchaser prior to the expiration of the quotation validity period will notify the bidder whose quotation is accepted for the award of contract. The terms of the accepted offer shall be incorporated in the Purchase order.
- (d) Normal commercial warranty / guarantee shall be applicable to the supplied goods.
- (e) Payments will be made by electronically within 30 days, only on receipt of the stores in good condition.
- (f) 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 the contract.

8. Last date and time of receipt of quotations :

You are requested to submit the sealed quotations superscribed on the envelope as Quotations for the supply of **Ribbon Blender** due on 08-08-2013 latest by 16.00 hours on 08-08-2013 (date)

We look forward to receiving your quotations and thank you for your interest in this Project.

Yours faithfully,

(Saroj Kumar Singh)
Administrative Officer

FORMAT OF QUOTATION

Sl. No.	Brief description of goods/ equipments	Brief Specifications	Quantity	Unit	Unit Rate (Rs) in figures	Unit Rate (Rs) in words	Total amount in figures	Total amount in words
1.								
2.								
3.								
4.								
5.								
6.								

Gross total Cost : Rs.....(in figures)

Rs.....(in words)

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

We also confirm that the normal commercial Warranty / quarantee..... of months shall apply to the offered goods.

(Bidder)

Name :

Signature

Date.....