

## INVITATION FOR QUOTATION

**Package Name: Aluminum Partioning for Traffic Sensing & IT Labs**

**Shopping**

**DIC/UIET/2017**

**Date: 20-02-2017**

To,

**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 at Annexure I,

<b>Sr. No</b>	<b>Brief Description</b>	<b>Work completion (In days)</b>	<b>Place of Delivery</b>
1.	Aluminum Partioning	30	UIET, Sector 25 Chandigarh

2. Quotation,

2.1 The contract shall be for the full quantity as described in **Annexure-I**.

2.2 Corrections, if any, shall be made by crossing out, initialing, dating and re writing.

2.3 All applicable duties and other levies payable by the supplier under the contract shall be included in the unit price.

2.4 Applicable taxes shall be quoted separately for all items.

2.5 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.

2.6 The Prices should be quoted in Indian Rupees only.

3. Each bidder shall submit only one quotation.

4. Quotation shall remain valid for a period not less than **55** days after the last date of quotation submission.

5. Evaluation of Quotations,

The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which

5.1 are properly signed ; and

5.2 confirm to the terms and conditions, and specifications.

6. The Quotations would be evaluated for all items together.

7. 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.

7.1 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.

7.2 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.

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

**Delivery and Installation - 90% of total cost**

**Satisfactory Acceptance - 10% of total cost**

9. All supplied items are under warranty of **12** months from the date of successful acceptance of items.

10. You are requested to provide your offer latest by **17:00** hours on **06.03.2017**.

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

12. Training Clause (if any) **NA**

13. Testing/Installation Clause (if any) **yes**

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

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

University Institute of Engineering and Technology, Sector-25, South Campus Panjab University  
Chandigarh

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

(Authorized Signatory)

Name & Designation

**Annexure I**

Sr. No	Item Name	Description
1	<b>Aluminium Partioning</b>	<p><b><u>Specification for Aluminium Partioning:</u></b></p> <ol style="list-style-type: none"><li>1. Aluminium Partition made of 14 gauge Anodized Aluminum of section size 40X100 mm tube section for portioning windows, doors, ventilators with extruded built up standard tabular, etc. 12 mm thick both side pre-laminated particle board flat pressed three layer use board in partition and 5 mm thick plain clear glass use in partition. One door in each cabin with complete accessories i.e. (Door stopper, Earl, Hinges, Handlers) complete in all respects.</li><li>2. Hydraulic door closer with necessary screws etc. In any height including load and lift. Make universal/Everest/Sandhu.</li><li>3. Hydraulic door closer floor machine in door may be provided if required. Make Universal/Everest/Sandhu.</li><li>4. Rates are to be quoted for per square feet inclusive of all necessary fixtures and fittings.</li></ol>

**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: \_\_\_\_\_