

Cable : CHEST

# VALLABHBHAI PATEL CHEST INSTITUTE

University of Delhi, Delhi-110007

Enquiry No. VPCI/PUR/14-120/NP/15-16/3084 P.O. Box No. 2101

Dated 8-1-16

M/s. ....

Procurement of Cotton Roll 500 gm

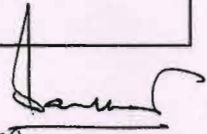
Sub : .....

Dear Sirs,

You are requested to offer your lowest quotation for the following equipment/materials as per the terms and conditions given below and overleaf :

SL. No.	Description of Stores	Approx. Qty. Reqd.
1	Cotton Roll 500 gm Absorbant	500 Nos

Note: Following Certificates must be attached with the quotation:-  
1 Annexure I & II duly filled must be submitted with quotation.

  
Joint Registrar

Last date of receiving quotation is 25-1-16 upto 1.00 p.m. The tender will be opened at 2.30 p.m. on the same working day. Please submit your signed quotation in duplicate in sealed cover super scribing the Tender Enquiry number and due date failing which the quotation is liable to be rejected.

### TERMS AND CONDITIONS

- (a) Price quoted for the material/equipment shall be firm and valid for 90 days from the date of opening.  
(b) The material/equipment offered shall conform to relevant Indian/International standards.
- Delivery shall be essentially :  
(a) At VPCI Stores for local offers,  
(b) FOR, Delhi Railway Station for outstation offers, (for outstation offers approximate freight by Road / Railways by passenger / Goods Train shall be indicated if the offer is not F.O.R., Delhi).
- Rate offered must be for metric system of unit lengths or volume or weight.

DV website

4. The Quotation shall be complete in all respects and the firms shall give the brand name offered by item in the quotations. Wherever applicable, technical literature may please be enclosed along with tender.
5. VPCI reserves the right to increase the quantity mentioned in this enquiry and VPCI reserves the right to split this tender and place order on one or more tenderers and the right to reject partly or completely any tender without assigning any reasons thereof.
6. VPCI is exempted from payment of Excise Duty / Custom Duty (only applicable custom duty is payable) as per DSIR guidelines. Excise Duty Exemption / Custom Duty Exemption Certificates as per the requirement of the tenderers can be issued by VPCI.
7. No claim of Octroi Duty is admissible since VPCI is exempted from Octroi Duty. No surcharge will be allowed by VPCI.
8. No claim of insurance is admissible. Supply shall be effected either at Transporter's risk or railway or supplier's risk.
9. Payments will be made within 30 days of receipt of material in good working condition at site i.e. at VPCI Store and after submission of all necessary documents required for payments.
10. The certificates obtained from any authorised testing agency from manufacturer shall be submitted free of cost wherever required by us.
11. Material/equipments shall be guaranteed for the minimum period of one year for satisfactory performance, workmanship and for the quality of material/equipment supplied by the firm from the date of delivery.
12. Quotation received after DUE DATE will not be considered, VPCI shall not be responsible for delays in postal transit.
13. If the Rate Contract is entered into with DGS&D for the above equipment/material then the rate contract price ONLY shall be quoted. The full details of the Rate contract, its validity, etc. shall be furnished.
14. All taxes/duties should be clearly mentioned in the tender.
15. ELECTRICALS : All electrical equipments should be suitable for operation on 230v, 50 cycles, single phase AC and must be tropicalised for the Indian conditions.
16. AFTER SALES SERVICE : The offer shall clearly state full details of the service after sales facility available for the equipment. The details shall include & qualification of service personal stationed at the service center, response time in case emergency, availability of spares, etc. The offer shall also give the amount and other terms & conditions for annual service contract of the equipments after the expiry of the guarantee / warranty period.
17. PACKING :
  - (a) The equipments shall be packed suitably for despatch direct to VPCI at Supplier's expenses and tenderer shall be responsible for any damage during transit.
  - (b) External damages or shortages that are prima facie the result of rough handling in transit or due to defective packing will be intimated within a fortnight of the receipt of materials/equipments.
  - (c) Internal damages or shortages of integral parts which cannot ordinarily be detected on superficial visual examination due to bad handling in transit or defective packing would be intimated within two months from the date of receipt of the articles. In either case, the damaged or defective materials/equipment shall be replaced by the supplier free of cost.
18. LOSS OR DAMAGE : If during the period of supply it is found that the goods already supplied are defective in materials or workmanship or do not conform to the specification or validity of the material supplied has been expired (or going to expire in a short period) or unsuitable for the purpose for which they are purchased, then it will be open to the purchaser either to reject the goods and repudiate the purchase or require the seller for replacement of goods at free of cost.
19. TEST CERTIFICATES : Test shall be carried out as per relevant standards before despatch by the supplier at his expenses and test certificates shall be submitted for approval of the VPCI, Delhi.
20. The offer shall include a list of addresses of users of similar equipment with other references.
21. TELEGRAPHIC OFFERS : Telegraphic offers are not accepted.
22. JURISDICTION FOR DISPUTES : In all disputes the decision of the Director, VPCI, Delhi shall be final, conclusive and binding on the supplier/tenderer. All disputes shall be subject to the jurisdiction of the courts in the city of Delhi, India.
23. DEVIATIONS : Deviations if any from the specifications given which provide for improvement in the functioning of the equipment will be accepted. Such deviations and their advantages shall be clearly brought out in the tender.
24. GENERAL INSTRUCTIONS :
  - (a) Tender will be opened before such of the tenderers who are present at the time of opening at the schedule time and place as given in the enquiry.
  - (b) No Subsequent correspondence regarding price will be entertained once the tender is opened.
  - (c) Tenders received without any technical details and with general remarks like "ENTIRELY AS PER SPECIFICATION OR EQUIPMENT CONFORM TO YOUR SPECIFICATION" are liable for rejection. (d) Tender must be dropped in Tender Box at R&D Section, Administrative Block, 3<sup>rd</sup> Floor, Multi storey Building, VPCI, Delhi.

**Company Profile**

Details filled in this form must be accompanied by sufficient documentary evidence, in order to verify the correctness of the information.

S.No.	Item	Details
1	Name of the Company	
2	Status of the company (Prop./Pvt./Public/Govt.)	
3	Mailing Address	
4	Telephone and fax numbers	
5	Email Id and Website address of the Company, if any	
6	Year of registration of the Company	
7	Sales Tax Number (Proof enclosed)	
8	Services Tax No. (Proof enclosed)	
9	PAN No. (Proof enclosed)	
10	Tin No. (Proof enclosed)	
11	Vat No. (Proof enclosed)	
12	ISO/ISI No. (Proof enclosed)	
13	Are you manufacturer or authorized dealers?	

I/we agree to abide by all the terms & conditions mentioned in the enquiry letter and further undertake that details of company profile given above with proof are correct & true.

(Signature)

Date : (Name & Designation).....

Place: (Company Seal)

[Note: The format may be printed on the letter head of the firm and attached with the Technical Bid with page numbering]

**Certificate from the bidder on their letterhead stating that the Company has not been blacklisted by any Government Organization, Non-Government or Public Sector Organization**

To,

The Director  
Vallabhbhai Patel Chest Institute,  
University of Delhi,  
Delhi – 110 007

Subject: - .....

Dear Sir,

This is to certified that M/s ..... has not been blacklisted and no criminal case is pending in any Government Organization, Non-Government or Public Sector Organization before submission of the bid document.

Yours faithfully,

(Signature)

(Name & Designation).....

(Company Seal)

Date:

Place: