

Dated: 21.11.2016

Dear Sir,

Quotations are invited in sealed envelope for supply of "Canon LiDE 120 Scanner - Black" as per specifications mentioned below: -

ITEM PARTICULARS

Enquiry No:-RG IPT-RBL/ITEquipment-Scanner/2016-17/01

Date: 21.11.2016 (Monday)

Sl.No.	Instrument	Quantity Required
1.	Canon LiDE 120 Scanner	10

The last date and time of receipt of Quotations is **15.12.2016 (Thursday) upto 3.30 pm.**
Quotations will be opened on **15.12.2016 (Thursday) 4.30 am.**

Terms & Conditions

1. Tender filling up and submission

- Tender offer must refer to the letter/Notice inviting the Tender.
- The tender should be in sealed envelope super-scribed "Offer for supply of Scanner to Rajiv Gandhi Institute of Petroleum Technology, Jais."
- Tenders must be submitted either by courier/post or dropped in the **tender box provided at Procurement Section, First Floor, Administrative Block, Rajiv Gandhi Institute of Petroleum Technology, Mubarakpur, Mukhtia, Bahadurpur, POST: Harbanshganj, Jais, Amethi - 229304** with all the information asked for in the tender document.
- All prices must be quoted in Indian Rupees, both in figures and in words and the same will be considered for price comparison. Where there is a difference between the two, the rates given in words will be taken as authentic. Should there be any discrepancy between unit rate and amount, the unit rate will be considered as the correct one.
- The rates quoted **should include transportation costs upto RG IPT, Jais, Amethi** clearly mentioning the percentage/rate of **Sales Tax / VAT** or all other Taxes and Duties and the rates quoted should be valid for at-least 60 days from the date of opening of the quotation. The **rates must be quoted both in figures and words** and over writing should be avoided. However all cuttings/corrections must be duly authenticated.
- The tender submitted must not contain any ambiguity. Any such ambiguity in the quote submitted shall make it liable for rejection.
- Every page to tender should be numbered and signed with seal by the tenderer.**
- The tender document is not transferable.

रतापुर चौक, रायबरेली - 229316 (उ.प्र.)

फोन : 0535-2217427, 0535-2211666 | फ़ैक्स : 0535-2211888, 0535-2217456 | वेबसाइट : www.rgipr.ac.in

Ratapur Chowk, Rae Bareli - 229316 U.P.

Phone : 0535-2217427, 0535-2211666 | Fax : 0535-2211888, 0535-2217456 | Website : www.rgipr.ac.in

- i. No amendment to the tender in any form by the bidder will be permitted after opening of the tender. No conditional offers shall be accepted.
- j. Submission of tender will bind the bidder to the acceptance of all conditions specified in the tender document.
- k. Canvassing in any form is forbidden and will be a criterion for disqualification.

2. Certificates

- a. The self attested copy of registration firm regarding proprietor of the firm or self attested copy of partnership deed in case of partnership firm is to be enclosed.
- b. The registration number of the firm along with the CST No and VAT No allotted by the sales tax authorities.
- c. Copy of PAN and TIN No also to be enclosed along with tender document.

3. Payment terms

100% payment will be released within 15 days after successful supply of Scanner at site, i.e F.O.R destination (Rajiv Gandhi Institute of Petroleum Technology, Jais, Amethi - 229304) and subject to submission of your original Bill/ Invoice as certified by the indenter.

4. Price Validity

The price quoted by the bidder shall remain valid till the supply is completed. During the tenure of the supply period, no price increase will be considered, except for change in statutory levies imposed by Centre Govt. / state Govt. or Local authorities.

5. Warranty

Warranty in respect of all items for a period of minimum one year is required. Warranty period will start from the date of supply.

6. Delivery

The timely delivery of the scanner is the essence of contract. The supply should be completed with the specified delivery. **Delivery shall be completed within maximum 4-6 weeks from the placement of order.**

7. Tender Acceptance and Rejection

- a. RGIPT reserves the right to reject the tender without assigning any reason what so ever.
- b. RGIPT does not bind itself to accept the lowest or any quotation and reserves the right to reject any or all without assigning any reason.

8. Late Receipt of Tenders

The tenders received after the due date and time due to postal delay or any other reasons whatsoever will not be considered and no correspondence would be entertained in this regard. Any tenders received by FAX will not be considered.

9. Revision of Price Bid

No tenderer shall be allowed to revise the original price bid after opening the technical bids, unless some deficiencies / deviations are noticed in their offer requiring alterations to bring at par with the intent of the RGIPT specifications and they have been specifically asked for by this office to revise their prices before opening their price bids.

10. Service after Sale

Tenderers are required to submit the particulars regarding after sales services and supply of spare parts whether they would be able to provide after sales service for the satisfactory operation and maintenance of scanners.

11. Safety

The suppliers shall be responsible for the safety of the material during transit and loading & unloading. RGIPT does not owe any responsibility if the material is damaged during transit, erection and commissioning if any.

12. Operational Risk and Liquidity Damage Clause


In case of any operational damages and delay in supply of material, liquidated damages at the rate of 0.5% of the order value per day of delay or part thereof, subject to a maximum of 5% of the order value shall be recovered from the vendor's bill/invoice.


13. If whole or part of the goods/ equipment supplied against the order is found defective/ non-functional or without specification the supplier will have to replace the defective goods/equipment to make equipment operational within a reasonable time (not exceeding two months from the date of intimation to the supplier), failure to which the supplier will have to refund the full cost of the equipment including freight, Insurance etc.

14. A quotation submitted with false information will not only be rejected but the vendor may also be debarred for participation in future tendering processes.

15. Authorized representative may choose to be present at the time of opening of quotation at their own cost.

16. Conditional offer will not be accepted.


21/11/16
Stores & Purchase Officer


21/11/16
IT, Head

Queries and Clarifications:

For any technical query pertaining to this quotation, correspondence shall be addressed to:

Mr. Anil K Verma, IT-Head
Rajiv Gandhi Institute of Petroleum Technology,
Mubarakpur, Mukhtia, Bahadurpur,
POST: Harbanshganj, Jais, Amethi - 229304
Mob: 07376689525
Email: averma@rgipt.ac.in

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Rajiv Gandhi Institute of Petroleum Technology,
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POST: Harbanshganj, Jais, Amethi - 229304
Mob: 07800306999
Email: sarora@rgipt.ac.in