

INVITATION FOR QUOTATION

Package No:- TEQIP-II/2016/TR1G01/Shopping/manual process- 25

Date:- 06th -April-2016

To,

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Sub: Invitation for Quotations for supply of Goods (PCB Prototyping machine)

Dear Sir/Madam,

1. You are invited to submit your most competitive quotation for the following goods with item wise detailed specifications given at Annexure I,

Sr. No	Brief Description	Quantity	Delivery Period (In days)	Place of Delivery	Installation Requirement (if any)
1	PCB Prototyping machine	01	90 Days	Tripura Institute of Technology, Narsingarh, Tripura (w)	Fixing with Ground / Wall Not required.

2. Government of India has received a credit from the International Development Association (IDA) towards the cost of the **Technical Education Quality Improvement Programme [TEQIP]-Phase II** Project and intends to apply part of the proceeds of this credit to eligible payments under the contract for which this invitation for quotations is issued.

3. Quotation,

- 3.1 The contract shall be for the full quantity as described above.
3.2 Corrections, if any, shall be made by crossing out, initialing, dating and re writing.
3.3 All duties and other levies payable by the supplier under the contract shall be included in the unit price.
3.4 Applicable taxes shall be quoted separately for all items.
3.5 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.
3.6 The Prices should be quoted in Indian Rupees only.

4. Each bidder shall submit only one quotation.

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

6. Evaluation of Quotations,

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

- 6.1 are properly signed ; and
6.2 conform to the terms and conditions, and specifications.

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

8. 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.

- 8.1 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.


- 8.2 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.

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

Delivery and Installation - 0% of total cost


Satisfactory Acceptance - 100% of total cost

10. All supplied items are under warranty of **12 months** from the date of successful acceptance of items.
11. You are requested to provide your offer latest by **13:00 hours** on **27th April-2016** & the Quotation will be opened on the same day at **13:30 hours**, in the office of the undersigned. In exceptional circumstances bids may be opened in the next working day at the same time & venue which will be notified in advance, if required.
12. Detailed specifications of the items are at Annexure I.
13. Training Clause (if any): **At least 03 (three) days training is required.**
14. Testing/Installation Clause (if any): **The materials would be tested / checked by the purchaser for which necessary arrangements would be made by the supplier at delivery point & no extra payment in this regard would be entertained by the purchaser. Testing of equipment would be done on its performance after delivery of materials.**
15. Information brochures/ Product catalogue, if any must be accompanied with the quotation clearly indicating the model quoted for.
16. Sealed quotation to be submitted/ delivered at the address mentioned below, **Tripura Institute of Technology, Narsingarh, PO – Agartala Aerodrome, Tripura (W), Pin – 799009.**
17. The top of envelop should contain the appropriate package No.
18. The bidder is to submit the following documents properly.
- (i) **PAN CARD** (Attested by Notary registered under Govt. of India)
 - (ii) **Tax/VAT documents** (Attested by Notary registered under Govt. of India)
 - (iii) **Dealership/Distributorship certificate** (Attested by Notary registered under Govt. of India)
- Or
- Authorization certificate** in original in the letter head of the manufacturer issued by the authorized person in appropriate manner. The name, designation and address of the person issuing the certificate must be mentioned clearly.
- (iv) **Attested copy of power of attorney (Registered/legal documents)** when the bid is signed by the person other than the owner. (Attested by Notary registered under Govt. of India)
19. All the pages of this quotation document (including documents to be attached as per SL.NO. -18 above) as received by the bidder either by post/downloaded from the website (www.titagartala.nic.in) must be stamped & signed (**full signature in every pages**) by the bidder & returned to this office within due time **without which the quotation may not be accepted.**
20. **The bids are also liable for rejection when the manufacturer & his dealers quotes for the same package.**
21. We look forward to receiving your quotation and thank you for your interest in this project.


(Arup Kumar Das Chaudhuri)
Principal (I/C) & Head of TEQIP
Tripura Institute of Technology
Narsingarh, Tripura(w)

Annexure I

Sl No.	Item name	Specification
1	PCB Prototyping machine	<p>Single sided PCB Prototyping machine with software support.</p> <p>Technical Specification:</p> <p>Minimum Working area: 200x150mm</p> <p>Minimum drill hole size: 0.3mm</p> <p>Minimum cutting trace/space: 0.1mm</p> <p>Tool Holder: approximately 1/8 inch</p> <p>Manual tool change facility</p> <p>Automatic depth sensing and adjustment facility.</p> <p>Should have position selection with micro drilling and milling facility.</p> <p>Computer Interface: USB</p> <p>Should be enclosed for dust protection and sound minimization.</p> <p>Should include all necessary accessories and operating manual.</p>


Arup Kumar Das Chaudhuri
Principal (I/C) & Head of TEQIP
Tripura Institute of Technology
Narsingarh, Tripura (w)

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)
Total Cost							

Gross Total Cost (A+B): Rs. _____
(Amount in figures)

We agree to supply the above goods in accordance with the technical specifications for a total contract price of Rs. _____
(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: _____


 (A.K. Das Chaudhary)
 Principal-In-Charge

&
 Head of TEQIP Unit
 Tripura Institute of Technology
 Narsingarh, Tripura (W).