



NATIONAL INSTITUTE OF TECHNOLOGY, TIRUCHIRAPPALLI-620 015

INVITATION FOR QUOTATIONS FOR SUPPLY OF GOODS UNDER
INTERNATIONAL SHOPPING PROCEDURES

Part I

Date: October 04, 2006

1. Quotation Reference No. : NITT : 16/2006/TEQIP
2. Last date for receipt of quotation : 02.11.2006 3.00 PM
Opening of Bids (IS) : 02.11.2006 3.30 PM
3. Quoted rates should be valid up to : Validity for not less than 60 days
4. Address to which quotations are to be sent : The Director
National Institute of Technology
Tiruchirappalli – 620 015

To

M/s

Dear Sirs,

Sub: INVITATION FOR QUOTATIONS FOR SUPPLY OF

1. You are invited to submit your most competitive quotation for the supply of goods according to the specification and delivery terms as given in Schedule C. You may use the format given in Schedule D.
2. Government of India have received a credit(Credit No.3718-IN) from the International Development Association in various currencies equivalent to US\$250 Million towards the cost of the TEQIP 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. The submission of quotations, evaluation, and the award of contract shall be guided specifically by the terms and conditions of Schedule A. and generally by the TEQIP rules and procedures.
4. Incomplete and late Quotations are liable to be rejected summarily.

Thanking you,

Yours faithfully

For Director

At the time of quoting attach a D.D. for Rs.250/- (Rupees two hundred and fifty only) drawn in favour of "The Director, National Institute of Technology, Tiruchirappalli" towards bid processing fee.

Part II

SCHEDULE A- Instructions for Bidders

1. Bid Price

- a) Prices for Goods supplied from within India (including previous imported items) shall be quoted EXW (Ex-Work, ex-warehouse, ex-showroom or off-the-shelf as applicable) including all duties and sale and other Taxes already paid or payable on the raw materials and components.
- b) For goods offered from abroad (i.e. not previously imported) prices shall be **CIF Chennai Airport or CIP National Institute of Technology Tiruchirappalli Campus**.
- c) Bidders may send the quotations in sealed covers with the quotation reference number and last date for receipt of quotations duly super-scribed on the cover.
- d) Electronic submission of quotations by FAX/email/telex/telegram may be allowed on the condition that National Institute of Technology Tiruchirappalli or any of its employees or staff shall not be responsible for the contents and confidentiality of such submissions.
- e) The contract shall be for the full quantity as described in Schedule C. Corrections, if any, shall be made by crossing out, initialing, dating and rewriting.
- f) Quotations shall contain the complete specifications and brand names wherever applicable.
- g) Printed brochures and a list of reputable customers should be submitted wherever applicable.
- h) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- i) The prices shall be quoted in any currency of the World Bank-member countries but preferably in US Dollars.
- j) In the case of any discrepancy between unit price and total, the unit price shall prevail.
- k) National Institute of Technology Tiruchirappalli cannot furnish C or D forms, but can issue concession certificates to avail the tax/duty exemptions as applicable for educational institutions.
- l) Quotations containing conditions like "subject to prior sale" may not be considered.
- m) Period within which the items can be supplied on placement of firm order may be clearly mentioned.

2. Number of quotations

- a) Each bidder shall submit only one quotation/item.

3. Validity of quotations

- a) Quotation shall remain valid for a period of not less than 45 days after the deadline date specified for submission as given above.
- b) No interim communication on the status of quotations shall be entertained; bidders shall, however, provide additional details for evaluating the quotations if wanted.

4. Evaluation of quotations

- a) Quotations will be evaluated item-wise or on lump sum basis as specified in Schedule C.
- b) National Institute of Technology, Tiruchirappalli will evaluate and compare the quotations determined to be substantially responsive i.e.
 - i. are properly signed; and
 - ii. conform to the terms and conditions, and specifications.

5. Award of contract

- a) National Institute of Technology, Tiruchirappalli will award the Order for supply of Goods/Services to the bidder whose quotation has been determined to be substantially responsive, and who has offered the lowest evaluated quotation price.
- b) Notwithstanding the above, National Institute of Technology, Tiruchirappalli 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 Order without assigning any specific reasons thereof.
- c) The National Institute of Technology, Tiruchirappalli prior to the expiration of the quotation validity period, will notify the bidder whose bid is accepted for the award of contract. The terms of accepted offer shall be incorporated in the purchase order.

6. Warranty

- a) Normal commercial warranty/guarantee shall be applicable to the supplied goods.
- b) Bidder shall arrange for extended period of warranty/guarantee if needed.
- c) Bidder shall clearly indicate the arrangements for support and maintenance during the period for which the warranty/guarantee shall be in force.

7. Eligibility

- a) Any Manufacturer/Supplier/Dealer who has been declared ineligible by World Bank/government of India shall not be eligible to participate in this bid.
- b) Any fraudulent practices including concealing of facts at the time of submission of bid and there after shall lead to disqualification.
- c) List of beneficiaries especially from Educational Institutions/ R&D Institutions should also be enclosed with the quotations.

8. Liquidity Damages

If the bidder/supplier, after accepting the Purchase Order for supply of Goods/Services, fails to deliver any or all of the Goods or to perform Services within the period(s) specified in the Order, National Institute of Technology, Tiruchirappalli shall, without prejudice to its other remedies under the Rules of Purchase, proceed to cancel the order or agree to accept a delayed delivery on the condition of payment of liquidated damages by the bidder/supplier a sum equivalent to 0.50 % of the total cost as indicated in the Purchase Order (which will be deemed as *agreed price*) for each week or part thereof of delay until actual delivery or performance is completed and such penal charges shall be limited to a maximum of 5 % of the agreed price. Once the maximum is reached National Institute of Technology, Tiruchirappalli may proceed on its own to consider the termination/cancellation of the Order and may inform the bidder about the cancellation of the said purchase order.

SCHEDULE B- Conditions for Payment

1. No advance payment terms shall be admitted in the normal course:
 - a) 100% payment will be made after the receipt of the items in good condition.
 - b) Payment of documents through Bank accepted.
 - c) In the case of payment in terms of US\$ or other World Bank currencies, letter of credit will be established.
2. Normally complete payment will be made within a period of three to four weeks from the date of acceptance of the items after installation and satisfactory working/date of completion of service.
3. Bidder shall arrange for testing and installation at own expenses if asked for at the time of delivery, if so asked in Schedule C.
4. All legal disputes shall be subject to the jurisdiction of the Courts of Law of Tamil Nadu State.

SCHEDULE C- Technical Specifications & Delivery Terms

SCHEDULE D- Format of Quotations*

(Bidder may prepare the bid based on the following format. See also the note below)

Sl. No.	Description Goods	Specifications See Schedule C	Qty. See Schedule C	Unit	Quoted Unit Rate & Currency.	Total Amount	
						In Figures	In Words

Gross Total Cost :.....

We agree to supply the above goods in accordance with the technical specifications for a total contract price of _____ (amount in figures)

(_____ amount in words)

within the period specified in the Invitation for Quotations.

We also confirm that the commercial on-site warrantee/guarantee shall apply to the offered goods.

Signature of Supplier

*Note:

1. Quotations should be submitted on the official stationery of the bidder
2. If the quoted cost is in US\$ (or) World bank approved currencies, the terms of delivery should be clearly specified (i.e. C.I.F. Chennai Airport (or) C.I.P. National Institute of Technology).

List of Enclosures:

1. Annexure 1, 2

Part 2 Delivery Terms

a)	Delivery completion period	On or before 30 days from date order placed
b)	Destination Department/Section	Item No:
c)	Drawings for Installation	Not required
d)	Testing & Installation	Required
e)	Agreement on Stamp Paper(See Schedule B)	Required
f)	Security Deposit (See Schedule B)	Not Required.
g)	Samples to be submitted along with Quotation	Not required
h)	Printed Users' Manual/Instruction Guide/Instruction Guide	Required
i)	Any other specific terms	