INVITATION LETTER

Package Code: TEQIP-III/2019/nitt/178
Package Name: Belt Grinder

Current Date: 06-Dec-2019
Method: Shopping Goods

To,

Address (Firm)

Sub: INVITATION LETTER FOR BELT GRINDER

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,

<table>
<thead>
<tr>
<th>Sr. No</th>
<th>Item Name</th>
<th>Quantity</th>
<th>Place of Delivery</th>
<th>Installation Requirement (if any)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Belt Grinder</td>
<td>1</td>
<td>Department of Metallurgical and Materials Engineering, NIT Trichy 620015.</td>
<td>Yes</td>
</tr>
</tbody>
</table>

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 III 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, initialling, 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 60 days after the last date of quotation submission.

GST 5%—as per column ((4) II under notification no.45/2017 Central Tax- (Rate), Date. 14.11.2017 Notification no.46/2017 Integrated Tax – (Rate), Date. 14.11.2017.
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 Confirm 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:

<table>
<thead>
<tr>
<th>Payment Description</th>
<th>Expected Delivery Period (in Days)</th>
<th>Payment Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Satisfactory Delivery &amp; Installation and Satisfactory Acceptance</td>
<td>60 Days</td>
<td>100%</td>
</tr>
</tbody>
</table>

Liquidated Damages will be applied as per the below:

10. Liquidated Damages Per Day Min %: N/A
    Liquidated Damages Max %: N/A

11. All supplied items are under warranty of 12 months from the date of successful acceptance of items and AMC/Others is No.

12. You are requested to provide your offer latest by 15:00 hours on 26-Dec-2019. Opening time: 26 December 2019 16.00 hours at TEQIP Office, Administrative Building, NIT Trichy. The last date for providing your offer has been extended up to 15:00 hours on 03-Jan-2020, and the quotations will be opened on 03-Jan-2020 at 16:00 hours at the TEQIP office. Those who have already submitted your offer need not to submit again.

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

14. Training Clause (if any) one Day Training And Demo

15. Testing/Installation Clause (if any) Installation at Department of Metallurgical and Materials Engineering, NIT Trichy.

16. Information brochures/ Product catalogue, if any must be accompanied with the quotation clearly indicating the model quoted for.
17. Sealed quotation to be submitted/delivered at the address mentioned below, **Head of the Department, Department of Metallurgical and Materials Engineering, National Institute Of Technology, Tiruchirappalli, Tamil Nadu- 620015.**

**Kind Attn:** Dr. D. Nagarajan

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

Note: The cover should be duly superscribed
(1) Quotation Reference Number
(2) Quotation for the Supply of __ __ __
(3) Date of opening __ __ __ __

(Dr. S. Kumaran)
HoD/ MME

<table>
<thead>
<tr>
<th>Annexure 1</th>
<th>Sr. No</th>
<th>Item Name</th>
<th>Specifications</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Belt Grinder</td>
<td>Equipment - Twin type belt grinding machine (Two grinding belts on the same machine). Use of the machine - For coarse grinding in 60, 80 or 120 grit to remove the surface imperfections created during the cutting or moulding operations. To be used as a preliminary grinding step for the metallography sample preparation step. Type of surface - Flat surface with easily adjustable belt mechanism. Belt Dimensions - Minimum working area of the belt should be 100 mm x 915 mm. Simplified Belt Release Mechanism. Motor - Minimum 1 HP 3 phase motor. Min. Spindle speed -- 1400 RPM. Driving Mechanism - Spring loaded idler pulley for smooth drive. Warranty &amp; Servicing - Min. 1 year from the date of installation of the machine. Authorized service center with trained engineer must be available in Tamil Nadu and the proof should be submitted along with the quotation. An authorization letter assuring short-duration servicing (maximum 3 days from the complaint registration date) must be submitted during the bidding. Machine/User Instruction Manuals - Hard copy/Soft copy or both. During the bidding, it is mandated that the supplier must submit the complete contact details (including email and phone number) of minimum 10 users, who are using similar equipment with same technical specifications supplied by them. Packing &amp; Forwarding, Freight, Insurance, Installation/Commissioning/Training Charges - Free of cost at NIT Trichy. Payment - 100% Payment after Delivery &amp; Installation. GST 5% only. Delivery: 8 – 10 weeks from the date of receipt of P.O</td>
<td></td>
</tr>
</tbody>
</table>
We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

We confirm that the normal commercial warranty/guarantee of ________________ amount in words (within the period specified in the Invitation for Quotations) applies to the offered items and we also confirm to agree with items ________________ amount in figures (RS).

We agree to supply the above goods in accordance with the technical specifications for a total contracted price of RS. ________________.

<table>
<thead>
<tr>
<th>Description of Goods</th>
<th>Unit</th>
<th>Unit Rate in Rs.</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Item 1</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Item 2</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Gross Total Cost: (A+B): RS. ________________

Signature of Supplier

[Date]

[In letterhead of the supplier with seal]