NATIONAL INSTITUTE OF TECHNOLOGY, TIRUCHIRAPPALLI-620 015
INVITATION FOR QUOTATION


To,

Address (Firm)


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>Sl. No</th>
<th>Brief Description</th>
<th>Quantity</th>
<th>Delivery Period (In days)</th>
<th>Place of Delivery</th>
<th>Installation Requirement (if any)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Analytical Weighing Machine</td>
<td>1</td>
<td>60</td>
<td>Department of Mechanical Engineering, National Institute of Technology, Tiruchirappalli</td>
<td>Installation to be done in the Department of Mechanical Engineering, National Institute of Technology, Tiruchirappalli, Tamil Nadu</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, initialing, dating and rewriting.

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 45 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 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:
   Delivery, Installation & Satisfactory Acceptance - 100% of total cost

10. All supplied items are under warranty of 24 months from the date of successful acceptance of items.

11. You are requested to provide your offer latest by 15:00 hours on 27-November-2017.

12. Opening time : 27-November-2017 16:00 hours at TEQIP Office, Administrative Building, NIT Trichy

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

14. Training Clause (if any) one day training & demo.
15. Testing/Installation Clause (if any) **100% payment after delivery and successful installation at Department of Mechanical Engineering, NIT, Tiruchirappalli - 620 015, Tamil Nadu**

16. Information brochures/ Product catalogue, if any must be accompanied with the quotation clearly indicating the model quoted for.

17. **Sealed Quotations to be submitted at the following address:**

   The Head of Department
   Dept. of Mechanical Engineering
   National Institute of Technology
   Tiruchirappalli – 620 015.

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

**Note:** The cover should be duly superscribed with the following details.

   (1) Quotation Reference Number (2) Quotation for the supply of ………………..
   (3) Date of opening ……………

   (Dr. S.P. Sivapirakasam)
   HoD / Mechanical Engg.
## Annexure I

<table>
<thead>
<tr>
<th>Sl. No</th>
<th>Item Name</th>
<th>Specifications</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Analytical Weighing Machine</td>
<td>Capacity: 200 g or better</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Minimum display: 0.1 mg</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Repeatability: ≤ 0.1 mg or better</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Stabilization time: 3 seconds or better</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Pan size: Dia 90 mm or better</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Main body weight: 6.5 kg or lesser</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Power requirement: 12 V, 1 A</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Calibration: Internal</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Operating temperature and humidity limits: 5-35 °C</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Analog Display: Additional feature</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Specific Gravity Measurement: Specific gravity measurement with software</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Connectivity: RS232 additional connectivity</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Software: Should be compatible with Windows OS</td>
</tr>
</tbody>
</table>
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. ______________

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