



TEQIP CELL
YMCA University of Science & Technology, Faridabad

(Established by Haryana State Legislative Act No. 21 of 2009)
(NAAC Accredited 'A' Grade State Govt. University)

Sector-6, Mathura Road, Faridabad (Haryana)- 121006

Website:- www.ymcaust.ac.in; E-mail:- teqip3@ymcaust.ac.in

Tel: 01292310176, 177

No.TEQIP-III/2017/ HDD 8TB / _____

Dated:-06-11-2017

INVITATION FOR QUOTATIONS FOR SUPPLY OF
GOODS UNDER SHOPPING PROCEDURES

To

Dear Sir,

Sub : **INVITATION FOR QUOTATIONS FOR SUPPLY OF**
HDD 8TB

1. You are invited to submit your most competitive quotation for the following goods:-

Brief Description of the Goods	Specifications*	Quantity	Delivery Period	Place of Delivery	Installation Requirement if any
Portable Hard Disk	Portable Hard Disk Drive 8 Terra Byte, USB 3.0	02 (Two)	10 days	F.O.R. YMCAUST, Faridabad	NO

* Where ISI certification marked goods are available in market, procurement should generally be limited to goods with those or equivalent marking only.

2. Government of India has received a credit from the International Development Association (IDA) in various currencies equivalent to US\$ 67 towards the cost of the TEQIP-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. **Bid Price**

- a) The contract shall be for the full quantity as described above. Corrections, if any, shall be made by crossing out, initialing, dating and re writing.
- b) All duties, taxes and other levies payable by the contractor under the contract shall be included in the total price.
- c) 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.
- d) The Prices should be quoted in Indian Rupees only.
- e) F.O.R. shall be YMCA University of Science and Technology, Faridabad. The rates quoted Ex-Go down can be rejected.
- f) The current price list duly authenticated by the Manufacturer/Supplier/Vendor with dated signature and seal along with literature/pamphlets may be supplied along with the offer.
- g) The University is situated within the Municipal Limits. As such, Octroi, if any, shall be payable. In case, the material is supplied through a Transport Company by road, the Transport Company's charges, labour charges and octroi charges shall be borne by the supplier. It may be mentioned specifically as to whether the material will be sent by rail or by road through a Transport Company.
- h) In case, the supplier/contractor fails to execute the supply order/contract on the rates, and terms and conditions as contained in the supply order within the stipulated period, they shall be liable to such action as blacklisting, debarring from having any business with this University, besides any other action as may be deemed proper by the University.
- i) The University is not registered with the Department of Scientific & Industrial Research, Ministry of Science & Technology. Thus the University is not exempted from payment of Custom Duty.
- j) In case, any other information/clarification is required, the undersigned may be contacted at Telephone No. 0129-2310176, 177 on any working day (Monday to Friday) during office hours (9:00 a.m. to 5.00 p.m.) or through Email teqip3@ymcaust.ac.in.
- k) The dispute, if any, shall be subject to the jurisdiction of Courts at Faridabad. Any other jurisdiction mentioned in the quotations or invoices of the manufacturers/distributors/dealers/suppliers etc. shall be invalid and shall have no legal sanctity.
- l) Terms and conditions printed on Quotation/Invoice of the firm, if any, shall not be binding on the University, except those mentioned specifically on the supply order, and your acceptance of the order shall be construed as your agreement to all the terms and conditions contained in the order.

4. Each bidder shall submit only one quotation.

5. **Validity of Quotation**

Quotation shall remain valid for a period not less than 30 days after the deadline date specified for submission.

6. **Evaluation of Quotations**

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

- (a) are properly signed ; and
- (b) conform to the terms and conditions, and specifications.

The Quotations would be evaluated for all the item(s) together.

7. **Award of contract**

The University 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.

7.1 Notwithstanding the above, the University 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.

7.2 The bidder whose bid is accepted will be notified of the award of contract by the University prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.

8. 100% payment shall be made after the satisfactory acceptance of the goods only. No advance payment or payment against documents negotiated through Bank shall be made.

9. The acceptance of the material shall be subject to satisfactory report of Convener/ Co-convener.

10. Normal commercial warranty/ guarantee shall be applicable to the supplied goods.

11. **The sealed quotations complete in all respects, must reach the office of the undersigned latest by 20-11-2017 upto 1.00 PM via post/currier only. The same shall be opened on 20-11-2017 at 3.00 PM in the office of the undersigned. The quotees or their authorized representatives are allowed to attend the meeting of the Quotation Opening Committee at their own costs.**
12. The Quotation/Tender received after due date and time or incomplete shall be rejected out-rightly.
13. **The quotation/tender shall be submitted in envelope. The envelope shall be sealed and shall have the superscription “QUOTATION/TENDER IN RESPONSE TO ENQUIRY NO. _____ DATED _____, AND DUE ON_____”. The offer may be sent to the TEQIP COORDINATOR, YMCA University of Science and Technology, Faridabad (Haryana) - 121006. The quotation/tender, where the superscription is not mentioned on the envelope by the Quotee, may not be entertained.**
14. We look forward to receiving your quotations and thank you for your interest in this project.

TEQIP COORDINATOR

Address: TEQIP CELL

**C/o Ground Floor, Department of Computer Engineering
YMCA University of Science & Technology
NH-2, Mathura Road, Sector-6, Faridabad
Haryana – 121006 (India)**

E-mail:- teqip3@ymcaust.ac.in

Tel. No. 01292310176, 177

FORMAT OF QUOTATION *

Sl. No.	Description Goods	Specifications	Qty.	Unit	Quoted Unit Rate in Rs.	Total Amount	
						In Figures	In Words

Gross Total Cost : Rs.

We agree to supply the above goods in accordance with the technical specifications for a total contract price of Rs.(amount in figures) (Rs. amount in words) within the period specified in the Invitation for Quotations.

We also confirm that the normal commercial warrantee/guarantee of months shall apply to the offered goods.

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: _____

Contact No. _____

* *Applicable while the bids are being invited for more than one item and would be evaluated for all the items together. Modify where evaluation would be made for each item separately.*