



हर कदम, हर डगर
किसानों का हमसफर
भारतीय कृषि अनुसंधान परिषद

BY SPEED POST/FAX
भा0कृ0अनु0प0 भारतीय मृदा विज्ञान संस्थान
नबीबाग, बैरसिया रोड, भोपाल – 462038
ICAR Indian Institute of Soil Science
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Date: 17.10.2015

To,

Sub:- Quotation for **Supply of Sports Kit (Track suits, T-shirts & Shorts, socks, sports shoes)** – regarding.

Dear Sir(s),

Sealed quotations are invited from reputed, experienced and financially sound Bhopal based firm for Supply of following store material for Indian Institute of Soil Science, Bhopal as per terms & conditions mentioned below:-

Sl.No.	Name & Description	Qty.	Rate (Rs.)
1	Track suit (Branded)	01 set	
2	T-Shirts and shorts (so separate rates for T-shirts and shorts are to be quoted)	01 set	
3	Sports Shoes (Jogger)	01 pair	
4	Socks	01 pair	

Taxes, if any, should be mentioned clearly.

Note: There are approximate 55 Kits requirement which might also vary.

Terms & conditions:-

1. The quotation should be furnished in two bid system i.e. 'Technical Bid' and 'Financial Bid'. The 'Technical Bid' envelope should contain the following documents as per the tem & conditions of the quotation document. The quotation would be out rightly rejected in the event of non-furnishing of any of the following documents:

- Proof of Registration with the Sales Tax.
- Earnest deposit of Rs.5,000/- in the form Demand draft/pay order for the earnest money in favour of "ICAR Unit IISS Bhopal"
- Samples of Sports Kit items to be supplied.
- RTGS details of the firm as per details given below:
 - Name of Account Holder/Contractor (Payee's Account Name)
 - Address;
 - Pan Number;
 - Nature of Account (Saving/Current);
 - Name of Bank;
 - Bank Account No.;
 - Branch Address;
 - IFSC code of bank

2. The 'Financial Bid' envelop should contain the price as mentioned above. The rate in the financial bid should be strictly quoted for each pair/set as detailed in financial bid. Taxes if any should be separately indicated. However, the ceiling of the cost of the kits is kept at Rs.2700/- (including all taxes). No extra cost for transportation etc shall be paid by the Institute.

3. Both the Technical Bid and Financial Bid should be in separate sealed envelopes and should further be sealed together in a big envelop superscribing "Quotation for Supply of Sports Kit".

4. The Financial Bid of only those firms will be considered which qualify the Technical Bid. Acceptance by the Institute will be communicated through FAX, Speed Post or any other form of communication.

5. The firm participating in the quotation will be required to deposit an account payee bank draft/banker's cheque/FDR/ Bank Guarantee of Rs.10,000/- being earnest money, in the name of "ICAR Unit IISS Bhopal" payable at Bhopal and to enclose the same with the Technical Bid. The earnest money shall be refunded without interest after the successful bidder has deposited performance security calculated at 10% of the tentative tender value. The security amount shall be refunded without any interest after supply of the items to the fulfillment of the Institute.

6. There are approximate 55 sports kit requirement which might also vary. The kits include Track suits (Lower and upper), T-shirts & Shorts, socks, sports shoes and the firm to whomsoever the contract is awarded will be required to supply the kits within 12 days from the date of supply order.

7. Overwriting/Corrections or incomplete (blank) quoting of rate would result in rejection of quotation and shall not be considered under any circumstances.

8. At any stage if the firm is found not adhering to the terms and conditions governing the contract, the same would be terminated without any notice and loss, if any, which may occur on this account, will be recoverable from earnest money deposited by the firm.

9. No advance payment will be made. The approved contractor should submit the bill in triplicate. Government tax, namely, Sales Tax/VAT will be payable wherever applicable and the bill to be submitted by the firm should bear valid tax registration number/ PAN number.

10 The sealed envelope containing the quotation should be super-scribed 'Tender/Quotation for supply of sports kit'.

11 In case of any dispute, the decision of the Head of the Department in the Institute shall be final.

12. Organization reserves the right to accept or reject any or all quotation(s) without assigning any reason (s) there for.

13 Mere quoting of lowest rates does not mean that order shall be given to that firm. The competent authority will finally decide on the basis of sample quality of recommended items and their quoted price. Samples of the items quoted must be displayed at the time of opening of technical bids. The samples recommended by the committee have to be deposited till opening of the financial bid. Date for opening of financial bid will be conveyed later on.

14 The quotations duly complete in all respect, should be submitted in the prescribed format in a sealed envelope, so as to reach the undersigned latest by 3.00 PM on 05.11.2015. The quotation shall not be accepted beyond the stipulated date and time under any circumstances whatsoever. The Technical bids will be opened at 3.30 PM on 05.11.2015 in the committee room of administrative wing in the presence of the representative(s) of Firm/Agencies who wish to be present. The organization reserves the right to cancel the tender at any time or amend/ withdraw any of the terms and conditions contained in the quotation document without assigning any reasons, therefore any inquiry after submission of the quotation will not be entertained. The scope of work is given in Annexure-A and rates are to be quoted as mentioned in the quotation letter.

I/c Administrative Officer

Scope of work

1. The overall ceiling of the sports kit is kept at Rs.2700/- (including all taxes/transportation). No extra cost whatsoever shall be paid by the department. Accordingly, the tentative cost for Tracksuits (including lower & upper), Sports Shoes (Jogger), T-shirts & shorts (set), socks should range around Rs.1000/- Rs.1100/-, Rs.500/- and Rs.100/- respectively. However, the discretion of the competent authority in the Institute shall be final.
2. The sizes for each kit shall vary, hence the firm should supply as per the size of each item which shall be provided by the Institute at the time of the supply order.
3. After quoting of rates the firm cannot back out or else the EMD shall be forfeited.
4. There shall be no compromise on the quality of the kit items.

I/c Administrative Officer

