

**NAHEP****IDP- PROJECT**

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**INVITATION FOR QUOTATIONS FOR SUPPLY OF
GOODS UNDER NATIONAL SHOPPING PROCEDURES**

Letter No: **51** /DUVASU-IDP/2020-21
Reference No: IN-DUVASU-MATHURA-188136-GO-RFQ

Dated:-20-01-2021

To

- _____
- _____
- _____
- University Notice board

Dear Sirs,

Subject: INVITATION FOR QUOTATIONS FOR SUPPLY OF PRINTER WITH SCANNING

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

Brief description of the goods	Specification*	Quantity	Delivery period	Place of delivery	Installation required if any
PRINTER WITH SCANNING	Laser printer with a speed of 20 pages per minute ,Auto scanning with readable memory, two sided printing, scanning , ink tank side loading , print- scan-copy options , Bluetooth enabled , scan to PDF ,tiff, jpeg options, wireless(optional). high speed USB 2.0 ports Items must be provided with 3 Years Annual Maintenance Contract.	2	One month from notification of award of contract	DUVASU , Mathura	YES

** 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 Bank for Reconstruction and Development (IBRD) in various currencies towards the cost of the National Agriculture Higher Educational Project (NAHEP) 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.

**PRINCIPAL INVESTIGATOR
IDP-NAHEP**

U.P. Pt. Deen Dayal Upadhyaya Pashu Chikitsa
Vigyan Vishwavidyalaya Evam Go-Anusandhan Sansthan
MATHURA-281001

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 on the raw materials and components shall be included in the total price.
- c) GST in connection with the sale shall be shown separately.
- d) 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.
- e) The Prices shall be quoted in Indian Rupees only.

4. Each bidder shall submit only one quotation.

5. Validity of Quotation

Quotation shall remain valid for a period not less than 15 days after the deadline date specified for submission.

6. Evaluation of Quotations

The Purchaser 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 separately for each item.

GST in connection with sale of goods shall not be taken into account in evaluation.

7. 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.

7.1 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.

7.2 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.

8. Part payment or part supply orders will not be accepted. The payment will be made immediately after delivery of Goods/Setup/installation/training/assignment/physical & Functional verification as per signed up/award of contract.

9. The necessary catalogue, leaf lets, operational manual or any other printed material related to goods/material should be provided during completion of


PRINCIPAL IN CHARGE
U.P. Board of Secondary Education
Mathura
MATHURA-211001

- contract.
10. Normal commercial warranty/ guarantee shall be applicable to the supplied goods.
 11. The rates/prices should be FOR, DUVASU, Mathura (UP) India. All leakages-breakage and losses in transit including shortages, if any will be borne by the firm/supplier.
 12. The firm should provide proof of GST registration no. / Tin no. / PAN no. and all legislative documents/Experience related documents required.
 13. **Onsite installation and technical demonstration/training** should be provided by the supplier in consultation with expert team member of IDP, DUVASU, Mathura (UP).
 14. In case, any holiday is declared by the Government on the day of opening, the bids will be opened on the next working day at the same time. The Principal Investigator, NAHEP – IDP, DUVASU, Mathura reserves the right to accept or reject any or all the bids.
 15. The bids of firm (s) which have either been black-listed by DUVASU, Mathura or any other Govt. organization will not be accepted. In this regards, the firm has to give an undertaking on the enclosed format.
 16. You are requested to provide your offer by registered/Speed post or deposit in the office of store purchase officer DUVASU Mathura latest by **on or before 29-01-2021 up to 5:00 Pm in the name of PI, NAHEP**. The bids will be opened on 30/01/2021 at 03:00 PM in the office of undersigned. All suppliers/firms are requested to be present in the chamber of undersigned.
 17. The firms interested in quotation should send separate quotation in sealed envelope. Each quotation should be placed in a separate envelope. No combined application will be entertained. The name of the item “PRINTER WITH SCANNING” should be written on envelope in bold letters.
 18. Write the title “Quotation for supply of “PRINTER WITH SCANNING” on top line of Envelope.
 19. We look forward to receiving your quotations and thank you for your interest in this project.


Principal Investigator
National Agriculture Higher education Project
IDP-PROJECT, DUVASU, MATHURA
Pin code: 281001, (U.P), INDIA

FORMAT OF QUOTATION *

Sl. No.	Description Goods	Specifications	Qty.	Unit	Quoted Unit Rate in Rs.	Total Amount	
						In Figures	In Words
1							
	TOTAL						
	Sales Tax						

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

* *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.*

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