



V.O.CHIDAMBARANAR PORT TRUST
MECHANICAL & ELECTRICAL ENGINEERING DEPARTMENT
ELECTRICAL DIVISION
TUTICORIN - 628004

Phone: 0461-2352290 (9Lines), 0461-2352999 (PRI),
Fax : 0461 - 2354274

File No. MEE/SE1E2/ ELE/ F.5(53)/2016/D.4647

Dt.31.10.2016

TO

Sub: Procurement of ceiling fan and Tube light fittings for Enayam
Port-Quotation Called for- Reg.

Sir,

Kindly submit your wax sealed quotation in the enclosed format on or before **08.11.2016 at 15.00 Hrs** to the Executive Engineer, Electrical Division, V.O.Chidambaranar Port Trust, Tuticorin - 628 004, duly embossing enquiry number and due date on the envelope for the supply of the items in the Tender Format as per the Terms and Conditions enclosed. The quotations will be opened on **08.11.2016 at 15:30 Hrs** in the presence of tenderer who may like to be present.

In this format, no column should be left blank and if it is left blank, it will be presumed that our Terms and Conditions are acceptable to you. Deviations, if any, from our terms may clearly be indicated in the format itself. The Port will not be responsible for any postal delay.

Yours faithfully,

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Executive Engineer
Electrical

Encl:

1. Tender Format
2. Terms and conditions

Ref.No: Date:
From

To
The Executive Engineer
Electrical Division,
Tuticorin Port Trust,
Tuticorin .

Sub: Procurement of ceiling fan and Tube light fittings for Enayam
Port-Quotation Called for- Reg.

Ref: Your Enquiry No: _____

Sir,
We submit herewith the rates for the items as required in your enquiry. Stores will
be supplied as per the following terms and conditions.

Sl. No.	Description	Qty	Rate per Unit Rs.	Amount Rs.
1	Supply of 1400 mm (56") sweep AC ceiling fan complete with stepped electronic 300W regulator, with 1 metre down rod with fan clamp with side plates and cross arm of size 450 mm (18") (Make: Crompton Greaves, Model: AURA)	12 sets		
2	Supply of 40W feet T5 Tube light fitting	15 sets		

Office Stamp of Tenderer

Signature of Tenderer With date

TERMS AND CONDITIONS

1. Price :
2. Excise duty :
3. Sales Tax and surcharges :
(Form 'C' or 'D' will not be issued)
4. Packing and Forwarding Charges :
5. Freight Charges :
6. Transit Insurance :
7. Mode of despatch :
8. **Place of delivery : Electrical Office Town Ship**
9. Delivery period : Stores will be supplied within 15 days
10. L.D.clause : For delayed supply we accept your L.D clause
11. Validity of offer :
12. Guarantee/Warranty period:
13. Payment Terms :
14. Sample :
15. Test certificate :
16. Inspection :
17. Tolerance :
18. Installation Charges :
19. Discount :
20. Bank Account No.for making payment through e-mode
Bank Account Name:
Bank Name:
Bank account No:
IFSC code of Bank
Bank branch & Name :
21. Authorised Dealer Certificate :
22. TIN No:
23. PAN No:

Yours faithfully,

Office seal of the Tenderer

SIGNATURE OF TENDERER WITH DATE

TERMS AND CONDITIONS

- 1.Price Basis: a) Price quoted is firm and final and F.O.R. Tuticorin /Ex-Godown,/ F.O.R. Free delivery at VOCPT. The increase in price will not be allowed under any circumstances.
- 2.Excise Duty:- Excise duty, if chargeable extra, may be clearly indicated. If there is any variation in the excise duty at the time of supply, the same will be accepted on production of documentary evidence.
- 3.Sales Tax and Surcharges/VAT: As Port is not entitled to avail any concessional tax, Form "C" or "D" will not be issued. Hence actual rate may be quoted. Offers made with the condition "Taxes as applicable" will not be considered. If there is any variation in ST and SC/VAT at the time of supply, the same will be accepted on production of documentary evidence.
- 4.Packing and Forwarding: If extra, the actual rate of packing and Forwarding in percentage may be quoted in the offer.
- 5.Freight Charges: The Freight charges, if extra, may be clearly be indicated.
- 6.Transit Insurance: Transit Insurance will not be arranged by this Port. The stores may be duly insured by the suppliers at their own cost.
- 7.Mode of Despatch: The stores may be well-packed to avoid damage in transit and despatched by lorry and delivered to the consignee.
- 8.Delivery Period & LD Clause: The delivery period should be guaranteed. If the supplier fails to complete the supply in all respect with in the delivery period / extended delivery period unless such failure is due to Standard Force Majeure, a sum equivalent to 1% per week or part thereof for the period of delay for the value of materials supplied after expiry of delivery period, subject to a maximum of 10% of the order value as liquidated and ascertained damages and not by way of penalty shall be deducted from any money due or become due to the supplier.
- 9.Validity of Offer: It should be for a minimum period of two months from the opening date of the quotation.
- 10.Guarantee / Warranty Period:- The period applicable may be clearly indicated in the offer.
- 11.Payment Terms: 100% payment will be made after the goods are received in good condition and accepted by the consignee. Please note that this port can not make any advance payment to the supplier with out Bank Guarantee.
- 12.Sample: Whenever insisted a sample may be sent along with the offer, failing which the offer will not be considered.
- 13.Test Certificate:- The product should have test certificate/ Type approved, as applicable. Unless a guarantee is not given along with the offer for the production of such certificate, the offer will not be considered.
- 14.Inspection: All supplies are subject to inspection before acceptance.
- 15.Tolerance: In the case of materials supplied on Weight / Length basis, variation of + or - 5% will be allowed.
- 16.Installation charges:- If the installation charge is extra, it should be quoted separately.
- 17.Discount:- If there is any discount, the same may be indicated.
18. Proprietary item:- In case the stores offered are proprietary articles please certify that the rates quoted are the same as you would quote for other Ports and Government Departments. Also the Tender Format Attached should be duly signed.
- 19.Manufacturer's Name and Brand Name: While quoting always state manufacturer's name and brand, failing which your offer may not be considered.
- 20.Genuineness: In case, the stores supplied are found not suitable by the consignee, supplier may replace it at his own cost immediately
- 21.Authorised Dealer Certificates:- A copy of Authorised Dealer Certificate shall be submitted alongwith the offer

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