

**Delhi Technological University, NCT Delhi, Delhi Technological University  
(Formerly Delhi College of Engineering) Bawana Road, Delhi-110 042**

**INVITATION LETTER**

**Package Code: TEQIP-III/2019/DL/dtud/6**

**Current Date: 02-Jun-2019**

**Package Name: DTU/TEQIP-III/PHY-05**

**Method: Shopping Goods**

To,

**Sub: INVITATION LETTER FOR DTU/TEQIP-III/PHY-05**

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,

<b>Sr. No</b>	<b>Item Name</b>	<b>Quantity</b>	<b>Place of Delivery</b>	<b>Installation Requirement (if any)</b>
1	Inverter Split AC	10	Applied Physics Department Delhi Technological University, Shahbad Daulat Pur, Main Bawana Road, Delhi-110042. India	Successful installation, upto the satisfaction of intender

- 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, initialling, dating and re writing.
- 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 **180** 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.

- Quotation will be compared on the basis of quoted price (Total Cost including all taxes) for goods at its final destination.
- Past performance & experience may be furnished to consider the credential of the bidder.
- University enjoyed concessional rates for Custom duties, GST, etc. which may be considered at the time of submitting the quotation.

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. Delivery:

Delivery of items must be within 90 days from the date of award of contract.

10. Payment shall be made in Indian Rupees as follows:

Satisfactory Delivery & Installation – 10% of total cost

Satisfactory acceptance - 90% of total cost

The Vendor must provide the following details (a) PAN (b) TAN (C) GSTIN (d) TIN

(e) Mobile Number (f) Contact Person (g) Email address

11. Liquidated Damages will be applied as per the below:

Liquidated Damages Per Day Min % : 0

Liquidated Damages Max % : 0

12. All supplied items are under normal commercial warranty/guarantee not less than 12 month from the date of successful acceptance of items, unless specified of warranty for longer duration in the specification.

13. Rate of AMC may be furnished separately, which will be applicable after at the normal commercial warranty period.

14. You are requested to provide your offer latest by 15:00 hours on 17-Jun-2019.

15. Detail specifications of the items are at Annexure I.

16. Training Clause (if any) Successful training to staff and faculty

17. Testing/Installation Clause (if any) Successful installation, upto the satisfaction of the intender

18. Performance Security shall be applicable: **10%**

**19. Submission of video footage of the successful installation and testing along with Model No. & SL. No. is preferred.**

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

21. Sealed quotation to be dropped in a sealed quotation box placed at the address mentioned below,

**TEQIP-III office, Room No: LW6SF-5 , 2<sup>nd</sup> floor of Mechanical Department,  
Delhi Technological University (Formerly Delhi College of Engineering)  
Bawana Road, Delhi-110 042**

22. Quotation will be opened by the designated committee on 17.6.19 at

**16.00 at the** address mentioned below,

**TEQIP-III office, Room No: LW6SF-5, 2<sup>nd</sup> floor of Mechanical Department,  
Delhi Technological University (Formerly Delhi College of Engineering)  
Bawana Road, Delhi-110 042**

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

(Authorized Signatory)

Name & Designation

**Annexure I**

<b>Sr. No</b>	<b>Item Name</b>	<b>Specifications</b>
1	Inverter Split AC	Inverter split AC-1.5 ton, copper coil, 5 star

**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)
<b>Total Cost</b>							

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. \_\_\_\_\_