

INVITATION OF QUOTATION

To

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Subject: Quotation for Supplying Non-Contact type Thermometer.

1. Punjab State Council for Science & Technology is a Scientific and Industrial Research Organization approved by Department of Scientific & Industrial Research (DSIR) and Central Govt., Department of Finance under clause (ii) of subsection (i) of section 35 of Income Tax Act 1961. We require Non-Contact type Thermometer for carrying out R & D work and Energy Audit in industries such as Brick Kilns, Re-rolling Mills, Rice Shellers, Foundries etc. The work environment in these industries is generally quite dusty. These industries are using oil/coal/coke/biomass as fuel.
2. Sealed quotations in separate envelopes super scribing the name of instrument are invited from sole manufacturers, authorized stockists sole selling agents along with detailed technical specifications for supply of following instrument:

Sr. No.	Description of services required	Technical Specifications	Qty.	Delivery Period	Place of Delivery
1.	Supply of Non-Contact type Thermometer	Temp. Range : -10 to 800 °C Accuracy +- 1 °C	1 No.	4 weeks	Punjab State Council for Science & Technology, MGSIPA Complex, Sector 26, Chandigarh

3. Bid Price

- a) Corrections, if any, shall be made by crossing out, initialing, dating and re writing.
- b) All duties, taxes and other levies payable on the services shall be quoted separately to arrive at the total cost of instrument.
- c) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subjected to adjustment on any account.
- d) The prices shall be quoted in Indian Rupees only.

4. Validity of quotation

Quotation shall remain valid for a period for 45 days after the deadline date specified for submission.

5. Supporting documents in proof of sole manufacturer, authorized stockists and sole selling agents are to be submitted along with the quotation.
6. Quotation must include list of actual users, technical literature in original and catalogue of the instrument.

7. Warranty

- a) The supplier shall give performance warranty for two years from the date of satisfactory installation. Any malfunctioning / failure of any part shall be repaired / replaced to the satisfaction of the competent authority without any cost.
- b) The supplier shall also certify service backup including commitment for the availability of the spare of the system for a minimum period of five years from the date of installation.
- c) In case of any breakdown of the instrument during the warranty period, PSCST reserves the right to get the repair done at the risk, cost and responsibility of the supplier. If the supplier fails to do so within a reasonable time period, punitive action as considered suitable by PSCST may be taken against the supplier.

8. 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.
- c) Where there is a discrepancy between the rate in figures and words, the rates in words will govern.
- d) Where there is discrepancy between the unit rate and the line item total resulting from multiplying the unit rate by quantity, the unit rate quoted shall govern.

The quotations would be evaluated for the entire items together as per the description of services and specifications. No preference shall be given for higher specifications / efficiency.

9. Award of contract

PSCST 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.

- a) Notwithstanding the above, PSCST reserve the right to accept or reject any quotations at any time prior to the award of contract.
- b) The bidder, whose bid is accepted, will be notified of the award of contract by the PSCST prior to expiry of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.

10. Payment shall be made within 30 days after delivery of the instrument.
11. You are requested to submit your quotation latest by 15:00 hours on 09.03.2012.
12. The quotations shall be opened on 15:30 Hrs. on 09.03.2012 in the presence of suppliers.
13. We look forward to receiving your quotations.

Administrative Officer
Punjab State Council for Science & Technology,
Sector 26, Chandigarh

FORMAT OF QUOTATION

Sr. No.	Description of Services	Technical Specifications	Qty.	Unit	Quoted Unit Rate in Rs.		Total Amount (in Rs.)
					in Figures	in Words	
1.	Non-Contact type Thermometer	Temp. Range : -10 to 800 °C Accuracy +- 1 °C	1 No.				
Total							
Taxes & Duties*							

* Taxes & Duties should be mentioned separately.

Gross Total Cost: Rs.

I / We agree to supply the above service in accordance with the description of services for a total contract price of Rs./- (in figures) (Rs.) within the period specified in the invitation for quotations.

I / 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 with Rubber Stamp