

Ref: NITT/LIB/DISPOSAL OF OLD NEWSPAPERS/2014-15

Dated 30-04-2014

To

NOTICE INVITING QUOTATIONS

Sealed quotations are invited from reputed suppliers/manufacturers for the supply of the following Items.

Name of the Item : Disposal of Old Newspapers & Magazines

1. Quotation Reference No. : NITT/LIB/DISPOSAL OF OLD NEWSPAPERS/2014-15

2. Last date for receipt of quotation : 20/05/2014 upto 3.00 PM

3. Date & Time of opening of Quotation : 20/05/2014 at 3.30 PM

4. Quoted rates will be valid for 120 days

5. Address to which quotations are to be sent: The Director,
National Institute of Technology,
Tiruchirapalli-620 015.
Kind Attention: The Librarian,
National Institute of Technology,
Tiruchirapalli-620 015.

6. Quotations should be submitted in the format given below:

Sl. No.	Description	Rate per KG	Total Cost
1.	Tamil Newspapers		
2.	English Newspapers		
3.	Indian Magazines		
4.	Foreign Magazines		

7. The envelope should be superscribed as given below:

“QUOTATION AGAINST – DISPOSAL OF OLD NEWSPAPERS & MAGAZINES”

Kind attention to: The Librarian, NIT, Trichy -15

Terms and conditions

1. Quotation should be for site delivery and should include all the charges like loading, transporting, unloading, labor charges etc. and there should not be any hidden charges.
2. You are invited to submit your most competitive quotation for the supply of goods according to the specifications and delivery terms as given.
3. Incomplete and late Quotations are liable to be rejected summarily.
4. Bidders must quote for entire quantity.
5. Bid Price
 - a) Bidders may send the quotations in sealed covers with the quotation reference number and last date for receipt of quotations duly super scribed on the cover.
 - b) The contract shall be for the full quantity.
 - c) Quotations shall contain the complete specifications and brand names.
 - d) Printed brochures and a list of reputed customers should be submitted, wherever applicable.
 - e) 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.
 - f) The prices shall be quoted in Indian Rupee only.
 - g) All duties, taxes, packing and forwarding charges (if any), and other levies payable and all other charges connected delivery and other allied items at the destination shall be included in the price. All such price components may be shown in the quotation.
 - h) In the case of any discrepancy between unit price and total, the unit price shall prevail.
 - i) Wherever indicated, samples may be furnished at the bidder's expense unless otherwise specified.
 - j) Quotations containing conditions like "subject to prior sale" may not be considered.
 - k) Period within which the entire work can be completed on placement of firm order should be clearly mentioned.
 - l) Offer from Manufacturer / Authorized dealer/reputed contractor alone will be accepted.

6 Number of quotations

- a) Each bidder shall submit only one quotation.

7 Validity of quotations

- a) Quotation shall remain valid for a period of 120 days after the deadline date specified for submission as given above.
- b) No interim communication on the status of quotations shall be entertained; bidders shall, however, provide additional details for evaluating the quotations if wanted.

8 Evaluation of quotations

- a) Quotations will be evaluated item-wise or lump sum basis.
- b) The purchase committee of National Institute of Technology , Tiruchirapalli will evaluate and compare the quotations determined to be substantially responsive i.e.
 - I. are properly signed;
 - II. Confirm to the terms & conditions and specifications; and
 - III. price offered are competitive.

9. Award of contract

- a) The National Institute of Technology, Tiruchirapalli will award the Order for supply of Goods/Services to the bidder whose quotation has been determined to be substantially responsive, and who has offered the lowest evaluated quotation price.
- b) The Bidder should furnish the contract agreement and performance security within 15 days from the date of receipt of the order for supply of goods/services, failing which the order will be cancelled without further notice and awarded to next eligible bidder.
- c) Notwithstanding the above, The National Institute of Technology, Tiruchirapalli 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 order without assigning any specific reason thereof
- d) The National Institute of Technology, Tiruchirapalli, prior to the expiration of the quotation validity period, will notify the bidder whose bid is accepted for the award of contract. The terms of accepted offer shall be incorporated in the purchase order.

10. Eligibility

- a) Quotation from firms/company's/manufacture registered under TIN/VAT/CST/other statutory bodies alone will be considered.
- b) Any Manufacturer/Supplier/Dealer/Contractor who has been declared ineligible by World Bank/Government of India/ Government of Tamil Nadu shall not be eligible to participate in this bid
- c) Any fraudulent practices including concealing of facts at the time of submission of bid and there after shall lead to disqualification.

11. Liquidity damages

If the bidder/supplier, after accepting the Purchase Order or supply of Goods/Services, fails to deliver any or all of the Goods or to perform Services within the period(s) specified in the Order, The National Institute of Technology, Tiruchirapalli shall, without prejudice to its other remedies under the Rules of Purchase, proceed to cancel the order or agree to accept a delayed delivery on the condition of payment of

liquidated damages by the bidder/supplier a sum equivalent to 0.50 % of the total cost as indicated in the Purchase Order (which will be deemed as agreed price) for each week or part thereof of delay until actual delivery or performance is completed and such penal charges shall be limited to a maximum of 5 % of the agreed price. Once the maximum is reached The National Institute of Technology, Tiruchirapalli, may proceed on its own to consider the termination/cancellation of the Order and may inform the bidder about the cancellation of the said purchase order.

12. 100% payment should be made after completion of Disposal of Old Newspapers and Magazines.

13. All legal disputes shall be subject to the jurisdiction of the Courts of Law Tiruchirapalli/Madurai Bench, Tamilnadu Jurisdiction only.

Any further details regarding could be obtained, free of cost, from the National Institute of Technology, Tiruchirapalli on all working days during 10 am to 5 pm.

For further details kindly contact: Librarian, NIT, Trichy – 15. (0431-2503762)

(NB: Any change in the date, time and venue of the opening will be informed to the parties quoted through telephone. So please mention your telephone number on the cover.)

Encl:

Specifications of the equipments

QUOTATION FORMAT

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