

ENQUIRY NO: NIWE/PUR/13/98/17

Date: 06.11.2017

E-Tender for “Supply of JK COPIER” Due at 3.30PM on 20.11.2017 Opening at  
3.30PM at 22.11.2017

Dear Sirs

NIWE invite bids from deputed Suppliers for the following item through e-tender.

Sl.No.	Description of Item	Quantity
01.	Supply of JK COPIER – A4	500 Ream

Your bid should clearly indicate:

1. Brand / Price of each item
2. Percentage of GST(CGST/SGST/IGST) rate applicable
3. Delivery: (i) Free at NIWE, Chennai (ii) Delivery Period required
4. **Suppliers may see the samples from this office during office hours (10.00 AM to 4.00 PM) before quoting the rate. They can contact Purchase Department. A certificate to that effect that they have met them and verified the samples shall be enclosed with the quotation.**
5. Payment will be made with on bill basis in 30 days. No advance payment will be made.
6. Special discount, if any, for R&D institution for their research purpose / educational purpose.
7. Validity of quotation: Validity should be a minimum period of 60 days from the date of opening of Tender/quotation.
8. Scan copy need to be enclosed.
  - Technical Details / Brouchers
  - Technical Compliances Sheet (Annexure – I)
  - RTGS Particulars
  - GST Registration Certificate
  - Photocopy of PAN CARD along with the Bid Document

Officer Stores & Purchase



नीवे NIWE  
(ISO 9001:2008)

## GENERAL TERMS AND CONDITIONS

1. The rates against each item as per serial number of the enquiry should be quoted for the free delivery at the National Institute of Wind Energy (formerly "C-WET), Velachery Tambaram Main Road, Pallikaranai, Chennai-600 100. Installation charges should be shown separately, if to be paid extra.
2. NIWE is an R & D institution under the ministry of MNRE, Government of India, running with the motive of not making profit. The special prices/concessions may be quoted as applicable of Govt.. R&D Institutions.
3. Make of item\brand of the item should be indicated clearly; describing as Best Indian Make or Imported will not have any bearing in making the selection.
4. Goods conforming to BIS Standards or International standards or with traceability certificates (extra cost involved may be shown separately) have an edge over other offers.
5. In case of equipment, complete technical specifications, pamphlets, brochures, descriptive literature, list of customers and the value of orders executed during the last 3 years, a set of recommended spares for maintenance of the equipment for the 3-5 years, pre-installation requirements life expectancy of the system estimated comprehensive Annual Maintenance Charges after, the warranty period etc., are to be enclosed. Extended warranty over and above normal 12 months will be an added advantage.
6. Wherever possible samples are to be enclosed with the quotation. Bulky samples are to be sent separately.
7. Credentials like Authorised Agent\Distributorship, manufactures of import substitution or goods manufactured under foreign license agreements, holding DGS&D rate contract, Registration with NSIC\SSI etc, maybe mentioned in the quotation.
8. Conditions of prior turnover & prior experience with respect to Startups and Micro & Small Enterprises (MSME) are relaxed subject to meeting quality & technical specifications.
9. The prices should be firm for the next 60 days.
10. Percentage of GST (CGST/SGST/IGST) rate applicable should be given separately for each item mentioned in the proposal
11. Out station suppliers may further indicate approx, weight, dimensions duly quoting f.o.r. Destination (Chennai) prices by Rail \Road (duly insured) if the items are to be so transported.
12. Details of applications required to be made or clearances to be obtained by NIWE are to be furnished in the quotation.
13. Obtaining quotations from suppliers does not bind NIWE to place orders and any terms and conditions stipulated in the quotations. Similarly NIWE is not binding to place orders on the lowest.
14. Payment: Payment will be made, after receipt and acceptance of goods, by a crossed cheque drawn on Canara Bank, NIOT Extension Counter, Pallikaranai, Chennai- 600 100. Insisting for payment either in part or full prior to receipt of goods or canvassing/influencing in any form may cause rejection of offer summarily.
15. The Director General reserves the right to accept or reject any /all the quotations in part or full without assigning any reasons what so ever.
16. Payment will be paid through RTGS also. The Account Number and other details may be furnished by the Supplier duly supported by the banker.
17. ANY OTHER:



राष्ट्रीय पवन ऊर्जा संस्थान  
NATIONAL INSTITUTE OF WIND ENERGY

(पूर्व में "पवन ऊर्जा प्रौद्योगिकी केंद्र" Formerly "Centre for Wind Energy Technology")  
(नवीन और नवीकरणीय ऊर्जा मंत्रालय, भारत सरकार Ministry of New and Renewable Energy, Government of India)

NIWE/PUR/3/315/17

Annexure

**SPECIFICATION**

Make: -

Model: -

S.No	Specification	Yes/No	Any Deviation
01.	Supply of JK COPIER 80 GSM - A4		
02.	Delivery Place		At NIWE, Chennai
03.	Delivery Period		
04.	Validity Period		
05.	Payment		100% After Delivery & Acceptance

Company Seal & Signature:

Contact Person & Phone No: