



नीवे NIWE

ISO 9001:2008

राष्ट्रीय पवन ऊर्जा संस्थान NATIONAL INSTITUTE OF WIND ENERGY

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

NIWE/PUR/13/95/17

DATE: 03.08.2017

	QUOTATIONS FOR "Supply of Stationary Items (Folders)" DUE AT 5.30 P.M. ON 22.08.2017 OPENING AT 3.30 P.M. 23.08.2017
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Dear Sirs,

Kindly arrange to send your offer together with literature/brochures/pamphlets, in sealed cover, for the following items subject to the terms and conditions enclosed, to reach this office on or before the due date mentioned above:

S.NO	DESCRIPTION OF ITEM	QUANTITY
1	Supply of Stationary Items (Folders) (Rate has to be Quoted as per Annexure I)	Total 1500 Nos.

Your quotation should clearly indicate:

1. Brand / Price of each item
2. Percentage of GST payable extra, if any
3. Delivery: (i) Free at NIWE (ii) Delivery Period required
4. Special discount, if any, for R&D institution for their research purpose / educational purpose.
5. Validity of quotation: Validity should be a minimum period of 60 days from the date of opening of Tender/quotation.
6. Enclose photocopy of PAN CARD along with the Bid Document.
7. NIWE reserve the right to increase or decrease the quantity based on our requirement
8. GST Identification Number of the supplier and Copy of company GSTIN Registration
9. R.T.G.S Particulars for making payment, if any.

Your quotation, may be sent in sealed cover super-scribing **QUOTATION FOR "Supply of Stationary Items (Folders)"** ENQUIRY NO: NIWE/PUR/13/95/17 dated 03.08.2017 addressed to "NATIONAL INSTITUTE OF WIND ENERGY" formerly known as C-WET, VELACHERY-TAMBARAM MAIN ROAD, PALLIKARANAI, CHENNAI - 600 100", to reach this office at 5.30 P.M on 22.08.2017 at the latest. Tenders will be opened at 3.30 P.M on 23.08.2017 in the presence of tenderers if any.

Yours faithfully,

M. Karunakaran
03.08.17
Officer Stores & Purchase

वेलचेरी - ताम्बरम मुख्य मार्ग, पल्लिकरणई, चेन्नै - 600 100. तमिल नाडु, भारत
Velachery - Tambaram Main Road, Pallikaranai, Chennai - 600 100. Tamil Nadu, INDIA

दूरभाष/Tel No.: +91 - 44 - 2246 3982 / 83 / 84, +91 - 44 - 2900 1162 / 1167 / 1195

फैक्स/Fax No.: +91 - 44 - 2246 3980 / 2246 3990

ई-मेल/E-mail : info@niwe.res.in वेबसाईट/Website : http://niwe.res.in



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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. The prices should be firm for the next 60 days.
9. Percentage of GST (CGST/SGST/IGST) rate applicable should be given separately for each item mentioned in the proposal
10. 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.
11. Details of applications required to be made or clearances to be obtained by NIWE are to be furnished in the quotation.
12. 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.
13. 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.
14. 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.
15. Payment will be paid through RTGS also. The Account Number and other details may be furnished by the Supplier duly supported by the banker.
16. ANY OTHER:





NIWE/PUR/13/95/17

ANNEXURE - I

Sl. No.	Detailed specification	Required Qty.	Rate per Qty.	GST %	Total GST Amount	Total Amount (per Qty.)
1.	Folder – Double pouch 300 GSM ECO Friendly-Cycle Cotton pole-boxed board (with NIWE Name, LOGO and Address)	1000 Nos.				
2.	Plastic Folder “L” type (with NIWE Name, LOGO and Address)	500 Nos.				
3.	Total Amount					
4.	Delivery Period					
5.	Validity					
6.	Payment	100% After Delivery & Acceptance				

Contract Person & Phone No.:

Company Seal & Signature:

