

राष्ट्रीय पवन ऊर्जा संस्थान

(नवीन और नवीकरणीय ऊर्जा मंत्रालय के अधीन स्वायत्त अनुसंधान एवं विकास संस्था, भारत सरकार)



NATIONAL INSTITUTE OF WIND ENERGY

(पूर्व में "पवन ऊर्जा प्रौद्योगिकी केंद्र" Formerly "Centre for Wind Energy Technology")

(An Autonomous R&D Institution under the Ministry of New and Renewable Energy, Government of India)

वेलचेरी ताम्बरम प्रमुख मार्ग, पल्लिकरणई, चेन्नै- 600 100, तमिल नाडु, भारत

Velachery – Tambaram High Road, Pallikaranai, Chennai - 600 100, Tamil Nadu, INDIA

दूरभाष / Tel No. 044-2246 3982 / 83 / 84 फैक्स / Fax No. +91-44-2246 3980, ई-मेल/E-mail : info@niwe.res.in

वेबसाइट /website: www.niwe.tn.nic.in

Order No: NIWE/PUR/1/1/04/

Date:

Sub: Import of
Ref: Proforma No.

Dear Sir/s,

Kindly arrange to ship the following items in favour of Ultimate Consignee The Director General, National Institute of Wind Energy, Chennai 600 100, India as per terms and conditions appearing overleaf:

SL.NO	CATALOGUE NO	DESCRIPTION	QTY.	UNIT RATE		AMOUNT	
				US	\$	US	\$
COUNTRY OF ORIGIN:			1. Sub-total - ex-works				
DELIVERY F. O. B./ F.C.A.:			2. Discount:				
MODE OF SHIPMENT:			3. Total - ex-works (1-2)				
DELIVERY DUE ON OR BEFORE:			4. Commn				
TERMS OF PAYMENT :			5. (3-4)				
WARRANTY :			6. P&F				
			7. Total - f.o.b. (5+6)				
THE CONSIGNMENT MAY BE HANDED OVER TO THE AUTHORISED AGENTS OF M/S BALMER LAWRIE & CO WHOSE ADDRESS, PHONE & FAX NOS ARE PROVIDED OVERLEAF			Yours faithfully, Dy. Director General (F&A)				
AT S NO. 3 : BALMER LAWRIE WILL COVER INSURANCE & FRT ON BEHALF OF NIWE							
INDIAN AGENTS, IF ANY:							



1. **Order Acknowledgement :** Every order is to be acknowledged by the suppliers duly indicating cost of material, packing charges, inland transportation, documentation, handling charges, country of origin, port of shipment, probable date of supply, etc. Arranging for payment through bank may become difficult otherwise.
2. **OUR AUTHORISED FREIGHT FORWARDERS (WHO WILL COVER FREIGHT AND INSURANCE FROM FOB/FCA POINT):** M/S BALMER LAWRIE & CO LTD., LOGISTICS MANAGEMENT SERVICES, NEW NO. 628, (OLD 502), ANNASALAI, CHENNAI-600 018 FAX NO:+ 91 044 2434 8066 / 2579 TEL: +91 044 2430 2463 /2433 8221
3. In case of payment by Letter of Credit or Sight Draft the despatch documents may kindly be forwarded to THE MANAGER , CANARA BANK, NIOT BRANCH, PALLIKARANAI, CHENNAI - 600 100, INDIA (TEL: 00 91 44 22462168/22462235) A/C : NIWE
4. The items covered by this order are to be despatched to the ULTIMATE CONSIGNEE : THE DIRECTOR GENERAL, National Institute of Wind Energy, Velachery-Tambaram High Road, Pallikaranai, CHENNAI - 600 100, Tamil Nadu, India.
5. Indian Agency Commission payable to your representatives in India should be deducted from the invoice value so that Ultimate Consignee / satisfactory installation can pay the same in Indian Rupees direct at the same rate of exchange on receipt of goods. Indian Agents are to claim their commission through invoice.
6. **EXPORT PACKING:** Suitably packed to withstand moisture / rain, rough handling of Ocean/Air/Rail/Road transportation. Each box is to be fixed with water proof pouch to contain packing list, copy of invoice, dimensions of the box, gross/net weights etc. in conspicuous location so that the same can be removed without opening the boxes at the Customs.
7. **DESPATCH MARKINGS:** Each box/carton should be legibly marked for protection from sun/rain up right positions, no-hooks symbol, address of ultimate consignee, order reference and labeled as "**DELICATE SCIENTIFIC INSTRUMENTS -- HANDLE WITH CARE**"
8. **DOCUMENTS:** A set of despatch documents may kindly be faxed to the Ultimate Consignee so that customs clearance documents can be kept ready for clearing the consignment on receipt of originals.
9. One set of documents are to be sent to Port Consignee.
10. **WARRANTY:** The supply should be covered under usual warranty of manufacturers.
11. **GUARANTEE:** Unless otherwise specifically mentioned, the supply is guaranteed for 12 months.
12. **ANY OTHER :** The house air way bill / sector air way bill / air way bill are accepted for negotiation.

COPY TO:

1. Indian Agents:
2. Indenting Officer:
3. Division Chief :
4. Accounts section
5. Project Code

Yours faithfully,

Deputy Director General (F&A)

In case of payment of letter of credit all the bank charges outside India are to be borne by you. The bank charges within India will be borne by NIWE

EXPENDITURE SANCTIONED UNDER BUDGET:
SUB-HEAD: Project Code: