



सी0एस0आइ0आर0-भारतीय पेट्रोलियम संस्थान

(वैज्ञानिक एवं औद्योगिक अनुसंधान परिषद)

पो. ऑ. आई. आई. पी., मोहकमपुर, देहरादून, भारत

दूरभाष Ph.2525945, 2525754, फ़ैक्स 0135-2660072, 26600202-203

ईमेल - rawats@iip.res.in



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निविदा आमंत्रित सूचना/NOTICE INVITING TENDER

निरीक्षण सं० / Enquiry No: IIP/PUR/2/18-19/974/HS/GS/PO:

Dt. 11.02.2019

सेवा में/ To,

M/s -----

प्रिय महोदय/Dear Sirs,

विषय/sub: Online tenders for Digital Electronic Franking Machine

We are interested in purchase of following articles under terms and conditions mentioned below. Please send your Online bids/quotation through Central Public Procurement (CPP) Portal (<https://www.etenders.gov.in>) with complete specifications and literature within the stipulated time period as has been mentioned in the e-tender notice. Only online quotations will be entertained from the registered bidders of CPP Portal. While submitting quotation, please note the terms & conditions mentioned below:

SI No	Description	Qty
1	Digital Electronic Franking Machine -Weighing Capacity: 5 Kg -Approved by Department of Postal Service -Kindly arrange to provide the AMC rates of Franking Machine after warranty period.	01

TERMS & CONDITIONS

- In case the prices quoted in foreign currency then the prices should be F.O.B. GATEWAY AIRPORT and the components of air freight and insurance should be specified in the offer separately.
 - In case of Indian suppliers (prices quoted in Indian currency), then the prices should be F.O.R., I.I.P., Dehradun including packing, forwarding and insurance etc.
 - The taxes applicable should be specified separately, if need be.
 - In case of import, our standard mode of payment is through irrevocable Letter of Credit which shall be opened through Yes Bank, Dehradun which has branches in all important cities of the world
 - In case of Indian supply, payment will be released on bill basis. (100% after supply & installation & Commissioning and our acceptance.). No advance payment will be made. No claim for payment shall be entertained for the damaged items delivered.
 - Indian agents if any, the nature of service they will render and percentage of agency commission to be paid should be indicated.
 - Training/Installation charges: Suppliers or their Indian Agent shall be responsible for installation/demonstration/training wherever applicable and should have technical expertise and trained personnel to render "After Sales Service" during the warranty period in India. If the offer involves any training and /or installation charges, the same should be clearly indicated including the period and scope of training. The installation and demonstration, commissioning of the sold equipment should be completed by the supplier/their authorized representative immediately after the arrival of the equipment/item at CSIR-IIP, Dehradun but not later than 02 weeks. In case of late installation, demonstration, commissioning of the supplied equipment by the supplier and or their authorized representative, CSIR-IIP reserve the right to levy penalty of 0.5% of Purchase Order value subject to a maximum of 10%) per week of the delayed period.
 - In case of Indian suppliers, CSIR-IIP, Dehradun will issue concessional GST certificate to supplier under Government of India Notification No. 47/2017-integrated tax (rate) dated 14.11.2017 vide Registration no. TU/V/RG-CDE(112)/2016 dated 21.03.2018. Hence, it is requested to indicate the percentage of GST.
 - Please furnish full specifications and other information regarding manufacturers name, model, grade, packing, warranty etc., for items quoted alongwith illustrated Leaflets and drawing.
 - Quotation/tenders must be neatly typed or computer printed, Hand written offer will be rejected. Quotations must carry the GST/PAN/TIN invariably on the top. Incomplete/conditional/tender received after due date and time will be summarily rejected.
 - Net/Gross weight of material should be specified.
 - Validity of offer should be for a period of 120 days.
 - Delivery period should be clearly indicated in the quotation and strictly adhered to.
- Note: where there is no mention of Packing & Forwarding, Freight, Insurance, taxes etc such offers shall be rejected as incomplete.**
- Currency conversion rate for evaluation will be considered from www.rbi.org /www.xe.com of the opening date of the price bid.
 - Recent past purchase orders of similar equipments, client list with contact details & performance certificate
 - The interested bidders should register with Central Public Procurement Portal (CPPP) [https:// etenders.gov.in/eprocure/app](https://etenders.gov.in/eprocure/app) and should send us the login ID/user ID along with their product profile to the Purchase Department of CSIR-IIP, Dehradun
 - The acceptance of quotations rests with Director, IIP who does not bind himself to accept the lowest offer and reserves the right to himself to reject or partially accept any or all the quotations without assigning any reason.

Yours faithfully,

[Signature]
11.2.19
Stores & Purchase Officer