



NO.F.1 (82)-GDC/DMR/RUSA/2014/446

Dated: 17<sup>th</sup> October, 2016

Sealed Tenders/Quotations (preferably under DGS & D rate, where applicable) are invited from the interested “Authorized dealers/retailers/ suppliers” of India for procurement of Furniture for office. Details of the tender notice/documents with specification and terms & conditions are given below. Last date of receipt of complete tender/quotation is **3.11.2016 (4.00 p.m)**. Authorized dealers/retailers/ suppliers are requested to submit quotations in the prescribed format only enclosed herewith (*Annexure-I*)

Sd/-  
Principal In-charge  
Government Degree College  
Dharmanagar, North Tripura

### **Terms and condition for submitting quotation.**

1. Authorized dealers/retailers/ suppliers (with details of registration No) should carefully place the quotation of the items which they can supply reliably and in due time. Unnecessary quoting of items which they will be unable to supply at later stage at the time of issuing supply order could results in penalty or as decided by the concerned College authority and can also leads to cancelling of purchase order of the same.
2. **The Authorized dealers/retailers/ suppliers can quote in the prescribed format given in Annexure-I.** In the quotation our notification reference number should be mentioned separately.
3. The quotation must contain a valid supplier reference number and date. The validity of the quotation should be at least 45 days.
4. The quotation should contain detail specification of the items.
5. It should be noted that no payment will be made towards packing, freight, forwarding, handling and transportation to F.O.R destination Govt. Degree College, Dharmanagar. So it only CST/VAT/surcharges (if any) as applied will be applicable only on the actual quoted items. The CST/VAT/Surcharges etc. should be separately mentioned in the quotation. If supplier needs to add the transportation charges (if any) it should be mentioned separately as a percentage of actual value (e.g. say x%). For comparison the price/cost of items as required then will be calculated/ considered by adding actual values and other charges like transportation if any [**excluding only the taxes (CST/VAT/SURCHARGES etc.)**.]
6. It should be noted that no payment will be made towards packing, freight, forwarding, handling and transportation to F.O.R destination Govt. Degree College, Dharmanagar.
7. It should be noted that the items quoted with specification should matches with the actual items they supply. If at the time of checking, delivery it is found that the items quality and specification differs from what asked for, it will be rejected then and thereby and the payment will not be made.
8. Supplier should provide their TIN/VAT/CST etc. registration no. in the quotation.

The supplier/manufacturer or alike whoever be submitting quotations should comply with the above terms and conditions and thus submitting a quotation would imply their agreement on the same.

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<b>SL NO</b>	<b>ITEM TYPE</b>	<b>MEASUREMENT / SPECIFICATIONS</b>
1	Half Secretariat Table	Size:-5ft X 4ft
2	Big Secretariat Table	Size:-6.5ft X 5ft
3	Chair (with arm)	N.A
4	Steel Rack Size	Size 5 ft X 6 ft, SHEET THICKNESS 20 GAUGE
5	Steel Rack Size	Size 4.5 ft (height) X 6 ft, SHEET THICKNESS 20 GAUGE
6	Steel Rack Size	Size 4.5 ft (height) X 5 ft, SHEET THICKNESS 20 GAUGE
7	Steel Almirah with 15 Boxes	Size:- 6 ft X 5ft X1.5 ft SHEET THICKNESS 20 GAUGE

**FORMAT FOR SUBMISSION OF QUOTATIONS**

1. QUOTATIONS TO BE SUBMITTED PREFERABLY IN THE PAD OF THE MANUFACRURERS/ VENDER/ SUPPLIERS
2. PLEASE MENTION OUR REF/ NOTIFICATION NO. WITH DATE
3. VENDER/ SUPPLIER REF NO./ QUOTATION NO. WITH DATE SHOULD BE MENTIONED
4. PLEASE SUBMIT IN TABULAR FORM CITED BELOW

SL NO.	ITEM/ARTICLE NAME	BRAND MODEL & SPECIFICATION	RATE (In Rs.)	VAT/ANY OTHER TAX	CARRYING/INSTOLLATION /DEMONSTRATION CHARGE(S), ETC(IF ANY)	GRAND TOTAL (In Rs.) (4+5+6)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
1						
2						
3						
⋮						

5. TERMS AND CONDITIONS/ VALIDITY, ETC
6. DISCOUNT/REBATE(IF ANY) MAY BE MENTIONED IN A SEPARATE COLOUMN  
**N.B :** COMPARISON WILL BE MADE ON GRAND TOTAL AMOUNT ONLY