



(Please quote "REF CODE NO" for reference in all documents)

QUOTATION ENQUIRY

Ref No.: VNIT/STR/CH/JDE/SH/2018-19/2/1852

Date: April 09, 2018

To,

REFERENCE OF THIS LETTER MUST BE MENTIONED ON THE ENVELOPE CONTAINING YOUR QUOTATION

Sub - Quotation Enquiry for Procurement of Item "ANALYTICAL BALANCE" for Department of Chemistry.

Dear Sir / Madam,

VNIT herewith invites the Quotation Enquiry in sealed cover / envelope from reputed firms for procurement of items mentioned in table below with understated Instructions, terms & conditions, as per the Schedule mentioned below:

Schedule of Quotation Submission

Date of Issue : Monday, 09th April, 2018 **Time 9.30 A.M.**
Last Date/Time of Submission : Friday, 20th April, 2018 **Time 3.00 P.M.**
Date/Time of Opening of Quotation : Friday, 20th April, 2018 **Time 3.30 P.M.**

Item Particulars

SN	Item particulars	Specifications	Quantity
1.	ANALYTICAL BALANCE: Make: Shimadzu / Mettler Toledo / Sartorius (FOR RESEARCH PURPOSE)	<ul style="list-style-type: none">• Maximum Capacity: 220 gm• Readability: 0.1 mg / 0.0001 gm• Repeatability: 0.1 mg• Linearity: 0.2 mg• Settling Time: 2 Sec• Sensitivity Temperature Drifts: 2.0 ppm/°C• Pan Size: 90 mm• Minimum sample weight OIML: 0.01 gm• Minimum sample weight (U=1%, k=2): 0.016 gm• Weight of balance: 4-5 kg (ME)• Display: LCD Display with white backlit 19 mm digit height• Glass Windshield with easy dismantling.• Metal Die Cast Base Bottom with ABS Top• Weighing Technology: Conventional Weighing Cell• Calibration: Internal Adjustment• Dimension of the balance: 210 x 344 x 344 mm• Power Supply: 11-20 V DC, 10 W• Dust protective cover to protect from strain and scratches• Vibration adaptor function: Environmental function to set the balance as per environmental condition.• Compliant Documentation: Trace your data with built-in data and time function to meet ISO/GLP documentation requirements.• OIML Certified Calibration Weights for standard: OIML CarePac weights of 10 mg, 100 mg, 1 gm, 10 gm, 100 gm.• Warranty: Three (03) Years.• Power Backup (UPS): 0.5 KVA UPS	01

Note- Price must be quoted item-wise separately

Signature of Bidder with Seal & Date

Page 1 of 5

Instructions, Terms & Conditions

- 1) The price should be quoted F.O.R. VNIT, Nagpur on delivery basis.
- 2) The vendor shall submit the quotation enquiry in the Institute's prescribed format [Annexure-I] and price must be quoted item-wise separately, else the quotation will be treated as non-responsive.
- 3) Quotation shall remain valid for 90 days from the date of opening the quotation.
- 4) Vendor should submit copy of **GST Registration Certificate, PAN No., Certificate of Firm's Registration** etc. with your offer failing which the quotation will not be entertained.
- 5) **Taxes** GST or any other taxes as per Govt. norms shall be applicable from time to time. The % of Tax must be indicated separately in the quotation.
- 6) **Items for Research Purpose: Concessional GST @ 5% will be applicable for purchase of goods viz Scientific & Technical instruments and other required for the Research purposes only.** This is in accordance of Govt. of India, Ministry of Finance Notification 45/2017-Central Tax (Rate) dated 14th November, 2017 and 47/2017-(Integrated Tax (Rate) dated 14th November, 2017, and VNIT Circular Ref.- VNIT/Acct/2017-18-GST/5390 dated 27th November, 2017. The description of goods is given in Govt of India notification dated 14th November, 2017 mentioned above. A certificate in this respect will be issued to the vendor by the Institute.
- 7) **For Import Item** – Govt. of India Ministry of Science & Technology, DSIR, New Delhi vide letter No TU/V/RG-CDE(190)/2016 dated 19/09/2016 has issued Certificate of Registration to VNIT, Nagpur for purposes of availing customs duty exemption in terms of Govt. Notification 51/96-Customs dated 2^{3rd} July, 1996 and Central Excise duty exemption in terms of Govt. Notification No 10/97-Central Excise dated 1st March, 1997 as amended from time to time and this registration is valid up to 31.08.2021. This document will be provided by the Institute.
- 8) Each Vendor shall submit only one quotation. All the information shall be furnished by the vendors in the prescribed format of quotation enquiry. Each document submitted with quotation should be duly attested & stamped by the vendor, failing which submitted quotation will be treated as non-responsive. Incomplete or Conditional Quotation(s) will not be accepted.
- 9) Any certificate / document above submitted by the vendor are found to be incorrect /false/ forged/ fake, intentionally / un-intentionally at any stage, will lead to disqualification of vendor. Institute shall be free to take any action by blacklisting the Vendor / Firm.
- 10) The vendor shall take full responsibility in case of any damage, loss or injury to any person / building or to any part thereof, and shall repair / and make good the loss, at his own cost.
- 11) Information broacher, product catalogue, if any must be accompanied with the quotation clearly indicating model quoted for.
- 12) Vendors should offer special educational discount to the Institute on quoted rates.
- 13) In case of price quoted in foreign currency, its conversion rate to INR on the date of opening the quotation/tender shall be considered.
- 14) **Guarantee or Warrantee:** Normal comprehensive **Warrantee / Guarantee of 3 years** shall be applicable to the supplied goods. In case any part or whole of the equipment is found to be defective during the guarantee period, then the same will have to be replaced/repaired free of cost at VNIT by the vendor.
- 15) **Delivery Period:** Vendor will be required to give Delivery of the Goods within **four (4) Weeks** from the receipt of P.O. Goods shall be supplied / delivered by the Vendor at the installation site in concerned department of VNIT Nagpur at free of cost on working days. Vendor shall

deliver the material strictly as per the delivery schedule given in P.O., failing which **Liquidated Damages Clause** will be applicable.

16) **Liquidated Damages Clause:**

- (a) The Director, V.N.I.T. Nagpur reserves the right to recover from the vendor, liquidated damages a sum equivalent to 1/2 percent of the price of the undelivered stores at the stipulated rate for each week or part thereof, during which the delivery of such stores, may be delayed subject to, a maximum limit in the case of an order exceeding Rs. One Lakh in value, up to **10** percent and in the case of an order not exceeding Rs. One Lakh in value up to **5** percent of the stipulated price, of the stores so undelivered.
- (b) To purchase elsewhere, on vendor's accounts, at his risk, the stores etc. undelivered, or other of a similar description, where others exactly employing with the particulars, are in the opinion of the Director, Visvesvaraya National Institute of Technology, Nagpur are not readily procurable, without cancelling the contract, in respect of consignment not yet due for delivery.
- (c) To cancel the contract.

In the event of action being taken under (b) or (c) above, the vendor shall be liable to make good for any loss, which the Institute may sustain, by reason of higher price of stores, so purchased or the otherwise, howsoever :

The decision of the Director, Visvesvaraya National Institute of Technology, Nagpur shall be final as regards to the acceptability of stores supplied by the seller and the Director, Visvesvaraya National Institute of Technology, Nagpur, shall not be required to give any reason in writing or otherwise at any time for the rejection of stores.

- 17) **Payment:** Institute will release the full & final payment on delivery of items and its successful installation/ demonstration at concerned department / laboratories of VNIT Nagpur. The vendor will be required to submit the bills in triplicate along with delivery memo. Payment will be made through Crossed Cheque / ECS / NEFT / RTGS. For electronic payment mode vendor's bank details on Firm / Company letter head will be required.
- 18) Quotations received after the last date of submission will not be considered.
- 19) Any amendment or corrigendum regarding this enquiry will be issued on the Institute website (www.stores.vnit.ac.in) only.
- 20) Director, VNIT, Nagpur reserves the right to accept or reject or cancel any or all enquires or quotations/PO at any stage without assigning any reason thereof.
- 21) **It will be presumed that the vendor has read carefully all the above mentioned instructions, terms & conditions and abide by same.**
- 22) The Quotation in sealed envelope super-scribed with "**Quotation Enquiry for procurement of Item Name**" for "**Department Name**" and to be sent to Dy. Registrar (Stores), Visvesvaraya National Institute of Technology, South Ambazari Road, Nagpur 440 010, Maharashtra (India). The quotation can also be submitted in person in the "**Quotation/Tender Box**" at the Stores Section, Old Library Building, 1st Floor, VNIT, Nagpur - 440010 on any working day.
- 23) The last date of submission is **Friday, 20th April, 2018 by 3.00 pm**

Yours truly,


Dy. Registrar (Stores)


9/4/18

Signature of Bidder with Seal & Date

"FORMAT OF QUOTATION ENQUIRY"

Ref No.: VNIT/STR/CH/JDE/SH/2018-19/2/1852

Date: April 09, 2018

ITEM: "ANALYTICAL BALANCE"

Sr. No.	Item with Specifications	Specification	Qty	Basic Rate P.U. (Rs.)	GST % & Amount P.U. (Rs.)	Total Amount P.U. (Rs.)
1.	<p>ANALYTICAL BALANCE:</p> <p>Make: Shimadzu / Mettler Toledo / Sartorius</p> <p>(For Research Purpose)</p>	<ul style="list-style-type: none"> • Maximum Capacity: 220 gm • Readability: 0.1 mg / 0.0001 gm • Repeatability: 0.1 mg • Linearity: 0.2 mg • Settling Time: 2 Sec • Sensitivity Temperature Drifts: 2.0 ppm/°C • Pan Size: 90 mm • Minimum sample weight OIML: 0.01 gm • Minimum sample weight (U=1%, k=2): 0.016 gm • Weight of balance: 4-5 kg (ME) • Display: LCD Display with white backlit 19 mm digit height • Glass Windshield with easy dismantling. • Metal Die Cast Base Bottom with ABS Top • Weighing Technology: Conventional Weighing Cell • Calibration: Internal Adjustment • Dimension of the balance: 210 x 344 x 344 mm • Power Supply: 11-20 V DC, 10 W • Dust protective cover to protect from strain and scratches • Vibration adaptor function: Environmental function to set the balance as per environmental condition. • Compliant Documentation: Trace your data with built-in data and time function to meet ISO/GLP documentation requirements. • OIML Certified Calibration Weights for standard: OIML CarePac weights of 10 mg, 100 mg, 1 gm, 10 gm, 100 gm. • Warranty: Three (03) Years. • Power Backup (UPS): 0.5 KVA UPS 	01			
	Educational Discount					
	Total Cost F.O.R. V.N.I.T. Nagpur					

Note- Price must be quoted item-wise separately

[A] DUTIES & TAXES (if applicable):

- | | | | |
|----|---|---|-------|
| 1. | Custom Duty if any | : | _____ |
| 2. | GST @ _____% | : | _____ |
| 3. | Freight/ Transportation | : | _____ |
| 4. | Insurance @ _____% | : | _____ |
| 5. | Packing & Forwarding | : | _____ |
| 6. | Others, (if any) | : | _____ |
| 7. | Final Offer (Including Installation
Charges & Taxes) FOR VNIT Nagpur | : | _____ |

[B] Others Details (Enclosed)

- | | | | |
|----|-----------------------------------|---|------------|
| 1. | Specification as per Requirements | : | Yes / No |
| 2. | Warranty/Guarantee | : | _____Years |
| 3. | Delivery period | : | _____ |
| 4. | Firms Registration Certificate | : | _____ |
| 5. | Authorization Certificate | : | _____ |
| 6. | GST Registration Certificate | : | _____ |
| 7. | PAN / GST No. | : | _____ |
| 8. | Others, (if any) | : | _____ |

Note: Price/Commercial Bid & other details should be furnished as per Institute's prescribed format if failed, the Price / Commercial Bid is treated as unresponsive and will be disqualified.

The Firm/Company agrees to supply the above items for **final offer price (Rs. _____/- [In Words Rs.....])** inclusive of duties & taxes at [A] above within the period specified in the Invitation for Quotations. We also confirm that the normal commercial warrantee /guarantee of 36 months shall apply to the offered goods.