

# SWAMI VIVEKANAND NATIONAL INSTITUTE OF REHABILITATION TRAINING AND RESEARCH

( Ministry of Social Justice & Empowerment, Govt. of India)

OLATPUR,P.O- BAIROI, DIST- CUTTACK,ODISHA,PIN-754010

Tel.No- (0671)2805400 , 2805552 , FAX : (0671)2805862,Email:nirtar.ori.nic.in,Website:http://www.nirtar.nic.in

## BY UCP INVITATION TO QUOTE

To	Enquiry No : PMRD/MS/AI/R/01/17-18
<i>o/c.</i>	Dated : 22.11.2017
	Due Date : 18.12.2017

Dears Sirs,

Sealed quotations are invited for supply of the following materials so as to reach the undersigned before the due date under the terms and conditions as stipulated below.

### 1. SUBMISSION OF TENDER :-

**TENDERS SHOULD BE SENT IN A SEALED ENVELOP. THE ENVELOP SHOULD BE SUPERSCRIBED WITH ENQUIRY NO. AND DUE DATE .**

**Tenders should be addressed to the Officer-in-charge,Medical Stores,Swami Vivekanand National Institute of Rehabilitation Training and Research,At-Olatpur,P.O- Bairoi,Dist- Cuttack,PIN-754010, Odisha.**

The renderers' may at their discretion send the tenders by Registered Post Acknowledgement due, but under no circumstances postal or transit delays shall be condoned in reckoning the tenders for consideration. Tenders received after the due date shall be rejected.

The tenders shall be opened on due date at 14400 hrs. in presence of tenderers or their authorized representatives.

In the event of the date of opening being declared as closed holiday for the Institute, the next working day will be the opening day for tenders.

Telegraphic / Cabled offers are liable to be ignored.

### 2. VALIDITY OF TENDERS :

**2.1 THE TENDERS SHALL REMAIN OPEN FOR ACCEPTANCE FOR A PERIOD OF 90 DAYS OF OPENING OF TENDERS OR TILL SUCH PERIOD UP TO WHICH THE EXTENSION OF VALIDITY IS AGREED TO MUTUALLY. THIS MAY PLEASE BE STIPULATED CLEARLY IN THE QUOTATION.**

2.2 All tenders without proper specification, samples, drawing and test certificates where required are liable to be rejected. It shall be the interest of the tenderers that the offer is made in a complete shape for our consideration.

### 3. DETAILS OF OFFER :

**3.1 THOUGH THE RATES HAVE BEEN INVITED FOR DELIVERY AT OUR INSTITUTE FOR: SVNIRTAR. THE FOLLOWING DATA SHALL BE INVARIABLE FURNISHED :**

- Basic firm price of the materials.
- Excise duty, where legally leviable in percentage.
- Tax structure / MRP / Quoted price shall be mentioned clearly.
- No time extension & enhancement of price will be allowed.
- Maximum three weeks of time will be given for supply of the materials from the date of issue of order.
- Central / State Sales Tax in percentage.
- Packing and forwarding charges where ever applicable to be indicated in percentage.
- Freight charges to be indicated in percentage and ` if any.
- Our Institute SVNIRTAR is located at Olatpur which is at a distance of 32 kms. From Cuttack / Bhubaneswar on N.H No-5 toward Phulnakhara – Niali road.

3.2 **Sales Tax :** We are registered under No.CST-CU-II-365 for Central Sales Tax and TIN No. 21771300636. The tenderers claiming for taxes etc. must indicate their CST and TIN No. and documentary evidence in support of the taxes leviable. The concessional form 'C' & VI etc. shall be issued after receipt of final bills.

3.3 **Octroi Duty :** We are exempted from payment of Octroi duty by Cuttack Municipality. Your rate should be inclusive of such duties where ever applicable.

**4. D.G.S & D.RATE CONTRACT :**

- 4.1 Where ever the Stores / Equipments have been covered by the D.G.S & D.Rate contracts, the prices shall confirm to the same. A copy of the current rate contract shall be enclosed with the offer for our ready reference.
- 4.2 Where ever the Stores have not been covered under the D.G.S & D.Rate contracts but under the rate contract of any state stores purchases organization / Directorate of Industries, the prices shall conform to the same. A copy of the current rate contract shall be enclosed with the offer for our ready reference.

**5. QUANTITY DISCOUNT :**

- 5.1 In order to submit the most competitive offer, the tenderers may indicate the quantity discount on the 'Slab Basis' applicable on the price. The quantities indicated in this enquiry are liable for revision either upwards or downwards.

**6. DELIVERY :**

- 6.1 In their own interest, tenderers are advised to quote for the earliest possible delivery. Where ex-stock delivery is quoted, stock shall be held by the tenderers during the validity period of the quotation.
- 6.2 The delivery of the Stores/Equipments shall be made strictly as stipulated. Failure to supply with in this period will make the tenderers liable to an unconditional penalty of 1% of the price of the goods in arrears / order per week subject to maximum of a limit of 10% of the value of the goods in arrears.

**7. TERMS OF PAYMENT :**

- 7.1 Ours is a National Institute under the Ministry of Social Justice & Empowerment, Govt. of India. As such the following terms of payment are stipulated.
- a) 100% payment after 30 days after receipt and acceptance of Stores / equipments in good condition at SVNIRTAR.
- b) 90% payment against proof of dispatch documents through INDIAN BANK, OLATPUR BRANCH,P.O-BAIROI,DIST- CUTTACK, ODISHA, PIN-754010, and balance 10% shall be made within 30 days after acceptance of the stores/equipments.

**8. BANK CHARGES :** Bank Charges will be strictly to the Supplier's accounts.**9. EMD / SECURITY DEPOSITE :**

The tenderers shall have to enclose Bank Draft for ₹ 10,000/- (Ten thousand) only as EMD in favour of "The Director, SVNIRTAR, Olatpur" along with the tenders failing which the offer will be rejected. Further, the successful tenderers shall be required to deposit 5% of the value of the order as security deposit with in seven days of receipt of the order which shall be refunded without interest within 30 days of acceptance of goods / due fulfillment of contract / expiry of warranty period.

**10. RIGHT OF ACCEPTANCE :**

- 10.1 The Institute reserve the right to reject any or all the tenders or accept any tender or part thereof without assigning any reason or giving explanation thereof.

Sl.No.	Code No.	Description of Stores	A/U	Qty.Approx.
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		Inj.Botulium Toxin Type 'A', 100units/vial ( <i>Sm. Botulinum Toxin Type 'A'</i> 100units/vial.)	Vial	50
		(one item)		

Yours faithfully

For Swami Vivekanand National Institute  
Of Rehabilitation Training and Research

  
OIC, Medical Stores