



# GOVERNMENT POLYTECHNIC, RATNAGIRI

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Email: - principal.gpratnagiri@demaharashtra.gov.in

NO.GPR/Lib./Inst.Purchase/2017-18/ 364(A)

Date :01/02/2018

## Tender Form Fee Re.

### Invitation for quotation

1.M/S

2. Notice Board, Govt.Polytechnic,Ratnagiri
3. Website of G.P.Ratnagiri
4. Website of Director of Tech. Education., M. S. Mumbai
5. Website of director of Tech.Education.,M.S.Mumbai

Sub: Quotation for purchase of equipment for Library.

(Due Date 12/02/2018 )

Sealed Quotations are from eligible and interested manufacturers /dealers/distributors for the following items on the terms and conditions mentioned below.

Sr.No.	Name of the item with specification	Quantity required	Estimated cost Rs.
1	<b>Library Reading Hall Arm Chair with Cushion Seat Back</b>	25 no	100000.00
2	<b>Library Reading Room TableWooden 48"x30"30"</b>	08 no	48000.00

## TERMS AND CONDITIONS

1. The bid/quotation should be submitted in two bid formats . No online submission allowed.
2. The first envelope will contain Technical specifications of the product, technical literature / leaflet and other documents mentioned below.
3. Covering Letter for tender on the company letter head mentioning official address, Contact No, email address and website (if available)address.
4. Tender fee and EMD (3% of the quoted cost or Re.5000 whichever is minimum)OR Exemption certificate from competent authorities, if exemption is claimed.
5. GST registration certificate / Number
6. GST Clearance Certificate /GST Challan for last quarter of the financial year.
7. Authorization / Distributorship certificate from manufacturer. Proof of permission to manufacturer the equipment / item mention in the quotation from competent authorities (to be submitted if the bidder is not a manufacturer).
8. Technical literature / leaflet of the make and model no of equipment quoted.

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  - 8.Technical literature / leaflet of the make and model no of equipment quoted.
- Additional document may also be asked by undersigned for conforming the details.

- The second envelope will contain the financial bid in which the all inclusive rates F.O.R.Destination will be written and signed with the stamp of the establishment in the following format.

Sr.No.	Name of the item with specification	Quantity required	All inclusive cost per unit	All inclusive cost for quantity mentioned

Date -  
Place -

(Signature)

Rubber Stamp of organization

- The two envelopes should be sealed with a mention of the type of envelope (Technical/Financial),Reference no., Date of opening the quotation on the front side of the envelop. These two envelops should be sealed in a third envelop by giving heading "Quotation for supply of -----"and writing complete address of the undersigned.
- The Quotation should reach the undersigned on or before dt.12 / 02 /2018
- The material will be checked at this institute.
- No extra charges will be paid for cartage,packing etc.for the material rejected and replaced.
- Quotation will be opened at 4:00PM on date 12 / 02 /2018
- Rates should be valid for 6 months from the date of confirmation letter.
- Material should be quoted for standard makes and minimum pkgs.
- Delivery to the consignee has to be effected within 4 weeks from the date of issue of purchase order.
- The undersigned reserves the right to accept or reject any offer or all offers without assigning any reason thereof.

( G.C.Khursade )

Principal,

Government Polytechnic, Ratnagiri