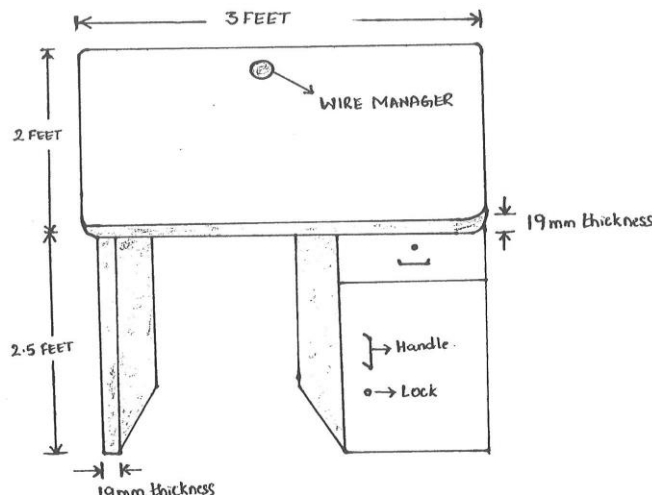




Dear Sir,

**Subject:** Quotation for Wooden Computer table.

With reference to subject cited above, kindly make arrangements to send your Quotation/Proforma Invoice in a sealed cover to the undersigned for the supply of the following item/s as detailed below on or before **26<sup>th</sup> December, 2019** positively by post/ courier/Hand. Quotation sent by Fax/mail will not be accepted. Please enclose the copies of your GST, Tin Number, Pan Number.

SI No	Item	Qty
1	<p>Wooden Computer table, size: 3 feet x 2 feet Specification: Size: 3 feet x 2 feet x 2.5 feet (LxWxH) Material: 19mm Plywood of good quality (greenply/century/equivalent quality). Laminate: Branded 1mm thickness all over (front and back). Door &amp; drawers: Ebco/Hetich/godrej hingers with branded handles. Lock: multilock (Ebco/godrej) Wire manager and bushes for the bottom should be provided.</p> 	53

**Warranty-3 years**

#### Enquiry Schedule

Downloading of enquiry documents from website	<a href="http://www.nimhans.ac.in">www.nimhans.ac.in</a> in tender
Last date for site visit at Kabini Hostel	23.12.2019
last date for submission of sample for Wooden Computer table which is mandatory and it has to be submitted at Purchase section on or before	24.12.2019 by 3.00 pm.
Quotation submission last date	26.12.2019 by 4.00 pm.

Contd...

**Note:**

1. The tender is of **Two bid system, Technical Bid** (Technical details, delivery period and other relevant documents except Price quotation) and **Price Bid** (Price quotation) valid for **four months** from the due date should be submitted separately in different envelopes super scribing Technical Bid & Price Bid for supply of consumable and Equipment for tender No. **STR-D2/416/FUR/HOSTEL/19-20-B**. The tender bid received after the due date and time will be rejected. **NIMHANS, Bengaluru will not take any responsibility for delay, loss or non-receipt of the tender documents sent by post or under any other circumstance.**
2. **Submission of sample is mandatory, without sample, the bid will be rejected.**
3. Sealed quotation has to be submitted only by either manufacturer of the articles or the authorized local supplier of the manufacturer. Copy of authorization letter has to be enclosed (If required)
4. Quantity of items may be increased/decreased as per requirement
5. Item wise price, taxes, any surcharges (such as transportation, installation, customs duty, etc.), grand total, warranty, delivery period, contact person details (such as Mobile No., E-mail, local supplier address) should be clearly mentioned and the price mentioned should be door delivery price.
6. Price quoted, should be valid for **3 years**.
7. Mention our Reference No. and due date on envelope cover
8. Payment terms: No advance payment will be made. Payment will be released only after successful supply of items at the enduser department.
9. Enclose the copies of your GST Number & PAN Number, Bank details, without these your quotation will be rejected.
10. Mention the warranty period and delivery period of the item.
11. Quotation must be submitted along with relevant documents counter signed along with seal by the bidder (if applicable such as authorization certificates, Item supplied list of Institutes/Hospitals, catalogues etc.). If not submitted quotation will be treated as incomplete and may be rejected.
12. If the purchase of article is approved by the institute, the article should be supplied/installed within the delivery period quoted else penalty will be levied as per institute rules
13. Sealed quotation shall be addressed to **THE SPECIAL OFFICER(E) , PURCHASE SECTION, NIMHANS, HOSUR ROAD, BENGALURU – 560029**
14. Quotation received after last date and time will not be considered under any circumstances.
15. However, the institute reserves the right to accept or reject any/all quotations without assigning any reason whatsoever.
16. The successful bidder has to execute Bank Guarantee and Agreement, These has to be executed on Rs. 200/- stamp paper (Specimen will be provided with purchase order) and Bank Guarantee has to be executed from a Nationalized Bank for 10% of total value valid for a period of 60 days beyond the 3 years, else payment will not be processed .

**Yours faithfully**

**SD/-**

**SPECIAL OFFICER(E)**