

OTC

REGISTERED / SPEED POST



**ICAR-National Bureau of Plant Genetic Resources
Pusa Campus, New Delhi – 110 012**



Phone: 25841022, 25849545

FAX: 011-25842495, 25849459; e-mail-purchsae@nbpgr.ernet.in

GERMPLASM

File No. 4(288)/Purchase/2016/Vol.I /261/13

Dated 22 April, 2016

23

To,

Sub: Quotation for the Purchase of Microwave Oven.

Sir,

This Office wants to purchase of **Microwave Oven**. You are requested to please send your quotation having rates for the purchase of Microwave Oven to the undersigned latest by **16.05.2016 at 2.30 P.M.** duly marked as 'quotation for the purchase of Microwave Oven on the cover, which should be wax sealed. The rate should be for one year and be quoted in precisely for same unit as required and be addressed to the Director, NBPGR, New Delhi-110012.

In case of non-compliance of the terms & conditions, the quotations are liable to be ignored. The quotations may be send by speed/registered post or put in QUOTATION BOX kept in Bureau's office (Gate No. 2) for this purpose.

The following terms and conditions to be adhered while submitting the quotations:

1. Bid security should remain valid for a minimum period of 90 days beyond the final bid validity period.
2. Sale Tax/ other levies to be charged should be specifically indicated, failing which the quotation will not be entertained.
3. Incomplete bids are liable to be ignored.
4. The Director, NBPGR, New Delhi, reserves the right to disqualify/ cancel all or any of the tenders without assigning reason thereof.
5. The decision of the Director, NBPGR, New Delhi, shall be binding on all issues relating to tender.
6. Authorized dealership certificate should be enclosed alongwith the quotation.
7. Compliance statement in tabular form giving details as per specifications given in the tender documents, Do NOT copy paste specification
8. Literature in support of compliance statement (supply original brochures, avoid photocopies).
9. Conditions of advances payment before the supply and satisfactory installation of the machine are NOT ACCEPTABLE.
10. Bidder should not be permitted to alter or modify their bids after expiry of the deadline for receipt of bids.

Cont....

11. The supply of material will have to be completed within 4-6 weeks from the date of Issuing/ Purchase order. In case of any delay in executing the contract, the supplier shall promptly inform the purchaser in writing, the fact of delay and duration of supply before the expiry of the delivery period. Otherwise liquidated damage @ 0.5% per week of the cost of purchase order will be deducted subject to a maximum of 10%.
12. Value of items may please be quoted only enclosed format (Annexure-I) of the tender document separate document/paper not acceptable.
13. Suitable provision for settlement of disputes, if any emanating from the resultant contract, should be kept in the bidding document.
14. Warranty:- minimum One Year from the date of installation
15. Provide the following information:-
 1. IFSC Code
 2. Account No.
 3. Name of Bank and its Branch

Yours faithfully,

Encl:- Specification.


Assistant Admn. Officer (P)

Copy to:-

1. Chairman, Tender Opening Committee, NBPGR, New Delhi
2. OIC, AKMU, NBPGR, New Delhi with the request to put on the website of the Bureau.

Annexure -I

Name of Item	Specification	Qty.	Amount
Microwave Oven	Capacity: 32 litres Smart LED Display Drop Down Door Only licensed and authorized system should be quoted with all accessories, minimum one year warranty, original technical literature and operation manual, installation.	01	