**Invite for tender quote**

**CEC/2019/ STAGE ACCESSORIES/102**

To,

__________________________

**Subject :- Invitation for quotations for supply, installation, testing and Commissioning for STAGE ACCESSORIES.**

Dear Bidder,

1. You are invited to submit your most competitive quotation for the following goods with item wise detailed specifications given below.

<table>
<thead>
<tr>
<th>Sr. No</th>
<th>Item Description</th>
<th>Quantity</th>
<th>Brand &amp; Model No.</th>
<th>Rate</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Indoor Led Flood light 200W, 6500 K (Colour temperature), Approved Make (DTS, JIA/Martin/PR)</td>
<td>14</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>18 feet high T-type - tripod Stand of MS Steel with power coating paint gauge 16. Approved Make: Approved Make (DTS, JIA/Martin/PR)</td>
<td>4</td>
<td></td>
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</tr>
<tr>
<td>3</td>
<td>Cable of two core 2.5 mm copper wire. Length of 90 meter each (pack of one), Make: polycab, Havells, Krytal.</td>
<td>8</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>4</td>
<td>12 feet high T-type - tripod Stand of MS Steel with power coating paint gauge 16. Approved Make: Approved Make (DTS, JIA/Martin/PR)</td>
<td>6</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>PVC Trolley Wheels with clock, 3 inch Make: generic</td>
<td>24</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
| 6      | Bubble Machine
Input AC 220V 50/60Hz
Power 150W
Coverage 100 sq.mtrs
Tank Capacity 2 liters | 2        |                  |      |        |
| 7      | Snow Machine
Input AC 220V 50/60Hz. Power 1200W
Coverage 5 meters, tank capacity 5 L | 2        |                  |      |        |

<table>
<thead>
<tr>
<th></th>
<th>Total</th>
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<tbody>
<tr>
<td>GST -18%</td>
<td></td>
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</table>

<table>
<thead>
<tr>
<th></th>
<th>Amount with GST</th>
</tr>
</thead>
</table>
Applicable taxes shall be quoted separately for all items.
The prices quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
The Prices should be quoted in Indian Rupees only.

2. Each bidder shall submit only one quotation.

3. **Place of Delivery:** Cultural Education Centre, Aligarh Muslim University, Aligarh. 202002

4. Quotation shall remain valid for a period not less than 30 days after the last date of quotation submission.

5. Evaluation of Quotations, The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which are properly signed; and confirm to the terms and conditions, and specifications.

6. The Quotations would be evaluated for all items together.

7. **Award of contract:**
The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.
Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.
The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.

8. Payment shall be made in Indian Rupees as follows:
   - Delivery and Installation - **0% of total cost**
   - Satisfactory Acceptance - **100% of total cost**

9. All supplied items are under warranty of 12 months from the date of successful acceptance of items.

10. You are requested to provide your offer latest by **12:00** hours on **09-March-2019**.

11. Training Clause (if any) **Yes**

12. Testing/Installation Clause (if any) **Yes**

13. Information brochures/ Product catalogue, if any must be accompanied with the quotation clearly indicating the model quoted for.

14. Sealed quotation to be submitted/ delivered at the address mentioned below,
   **Coordinator, Cultural education Centre, Aligarh Muslim University, Aligarh-202002, UP**

15. The bidder will have preference, if registration as supplier with Aligarh Muslim University.

16. University hold right to reject and approval of the quotation, without any reason.

17. We look forward to receiving your quotations and thank you for your interest in this project.

18. **Note:** Please indicate the quotation reference no. (given at the top of page 1 of this letter) on the quotation envelope.
FORMAT FOR QUOTATION SUBMISSION
(In letterhead of the supplier with seal)

To:________________________

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Description of goods (with full Specifications)</th>
<th>Qty.</th>
<th>Unit</th>
<th>Quoted Unit rate in Rs. (Including Ex Factory price, excise duty, packing and forwarding, transportation, insurance, other local costs incidental to delivery and warranty/ guaranty commitments)</th>
<th>Total Price (A)</th>
<th>Sales tax and other taxes payable</th>
</tr>
</thead>
<tbody>
<tr>
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<td>----------------------------------------------------------------------------------------------------------------------------------</td>
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<td>In %</td>
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<td>In figures (B)</td>
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</tbody>
</table>

Total Cost

Gross Total Cost (A+B): Rs. ________________

We agree to supply the above goods in accordance with the technical specifications for a total contract price of Rs. ________________ (Amount in figures)
(Rupees ________________________________ amount in words) within the period specified in the Invitation for Quotations.

We confirm that the normal commercial warranty/ guarantee of ____________ months shall apply to the offered items and we also confirm to agree with terms and conditions as mentioned in the Invitation Letter.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

Signature of Supplier
Name:________________________
Address:_______________________
Contact No:____________________