

**NATIONAL COIR RESEARCH & MANAGEMENT INSTITUTE (NCRMI)
KUDAPPANAKKUNNU PO., THIRUVANANTHAPURAM – 695 043**

NCRMI/AC/26/14

20.10.2014

TENDER NOTICE

National Coir Research and Management Institute invites sealed tenders from competent Dealers/Manufactures/ Suppliers for supply, installation and commissioning of Split Air conditioners, AC stabilizers of superior make in Lecture halls I & II and Lab block of NCRMI as per the following specification:

Sl. No.	Brief description of goods	Specifications	Quantity required	Delivery period	Place of installation
1	Split Air Conditioner 2Ton	Split Air Conditioner 2 Ton of reputed make, 3 Star and above rated of with 1 year warranty. Cooling capacity: 6350 w Noise level : 40db Features of Himalaya cooling and Monsoon comfort	5nos	15 days	2nos in Lecture hall 1,2nos in Lecture hall 2 and 1 no in Lab block of NCRMI office
2	AC Stabilizers	5KVA stabilizers of Superior make	5nos	15days	2nos in Lecture hall 1,2nos in Lecture hall 2 and 1 no in Lab block of NCRMI office
3	Installation charge for split AC including the cost of outdoor unit stand and labour charge etc.		5nos		

Note: The Bidder may quote rate after a visit of the site, if necessary and Installation, Labour charge etc also be included

The Tenderer shall submit the offer to the Director, National Coir Research and Management Institute (NCRMI), Kudappanakunnu, Tvm-43 in the format (format of quotation enclosed) on or before 31.10.2014 at 3.00 pm. The tenders shall be opened at 3.30pm. For more details contact NCRMI office (Ph no: 0471-2730788)

Conditions

1. The contract shall be for the supply, installation and commissioning of the mentioned items to the NCRMI office . The bidder shall quote for items in the format of quotation attached. Corrections, if any, shall be made by crossing out, initialing, dating and rewriting
2. All duties, taxes and other levies payable by the bidder, shall be included in the total price. However, the tax and duties payable should be quoted separately.
3. The rate quoted by the bidder shall be fixed for the duration of the contract.
4. Telex or Facsimile quotations are not acceptable.
5. The firms should submit their dealership certificate, sales tax number, income tax number.

Validity of Quotations:

The quotation shall be kept valid for three months (90 days) from the date of opening.

Prices:

The prices quoted should be firm and for free delivery at site inclusive of transit insurance, Excise duty and entry tax and other tax, if any, should be quoted separately. Suppliers should quote in figures as well as in words the amounts tendered by them. The supplier should quote for each item, per unit and installation charges separately.

Duties and Taxes:

(a) Excise duty:

The prices should contain an element of Excise Duty which should be indicated separately. Any statutory variation in the Excise Duty taking place after acceptance of quotation within the delivery date will be adjusted by the purchaser on production of documentary proof.

(b) Sales Tax/Vat:

The prices should be exclusive of ST/CST/VAT. The prevailing rate of ST/CST/VAT should be clearly mentioned in the quotation. The following certificates are to be submitted by the supplier along with the bills. "Certified that the goods on which the sales tax has been charged have not been exempted under central sales tax act or the rules made there under. The amount charged on account of Sales Tax/VAT on these goods is not more than what is payable under provision of the relevant act or the rules made there under". "Certified that we are registered as dealers in the State under registration No..... for the purpose of Sales Tax. Any Statutory

variation in ST/VAT taking place after acceptance of tender within the delivery date will be adjusted by the purchaser. For this purpose, Government order should be produced”.

Payment: 100 % Payment after receipt of stores in good condition and on satisfactory installation of AC Units at destination.

Terms of Delivery:

Delivery at the office of The Director, National Coir Research and Management Institute, Kudappanakunnu, Trivandrum

Delivery Period:

Supplier may note that the entire work shall be completed within 15 days from the date of the supply order.

Guarantee:

The supplier shall quote a period of guarantee during which the equipment failing due to faulty manufacture shall be replaced free of charge. A minimum guarantee of one year should be given.

Performance Security

5% of the bill amount shall be deducted while making payment of the bill towards performance security and the amount will be released after a period of one year from the date of installation of Airconditioners

Acceptance/Rejection of quotation

The acceptance of a quotation will rest with the The Director, National Coir Research and Management Institute, Kudappanakunnu, Trivandrum.who does not bind himself to accept the lowest quotation and reserves to himself the authority to reject any or all of the quotation received without assigning any reason.

Yours faithfully,

**DIRECTOR
NCRMI**

Format of Quotation (Supply of Air Conditioners 2 ton)

Ref: Advertisement Dated.....

Sl. No.	Brief description of goods	Specifications	Qty	Unit/ Rate Rs.	Total Amount	VAT Amount	Total Amount with VAT
1	Split Air Conditioner 2Ton	Split Air Conditioner 2 Ton, 3 Star and above rated Split Air Conditioner of reputed make with 1 year warranty . Cooling capacity: 6350 w Noise level : 40db Features of Himalaya cooling and Monsoon comfort					
2	AC Stabilizers	5KVA stabilizers of Superior make					
3	Installation charge for split AC including the cost of outdoor unit stand etc.						
						Grand total:	
(Rupees.....)							

We agree to supply, installation and commissioning the above goods in accordance with the specifications for the above mention unit price shown against the item(s) for which quotations have been submitted within the period specified in the Invitation for quotations.

We also confirm that the normal commercial warranty/guarantee of-----months shall apply to the offered goods.

Seal

Signature

Name:

Date:

