



ITI LTD MANKAPUR, DIST: GONDA-271308 (U.P.) INDIA

TENDER ID NO B302057

Date: 25/09/2020

DUE Date: 12/10/2020 (11:00 Hrs IST)

Tender Opening Date: 12/10/2020 (11:30 Hrs. IST)

Venue of Tender opening: - “COMPUTER DIVISION” ITI Ltd., Mankapur

To,
M/ s

SUB: Tender enquiry (Inland) for supply of HDP Paper as mentioned below.

Dear Sir,

Please quote your most competitive rates and best delivery terms for the following Item on the terms & conditions as given below: -

SL NO	ITEM CODE	DESCRIPTION	Qty Reqd	SPECT / Drawing
1	MS003	HDP Paper	20 Rolls	Attached

1a. Offers must be submitted in sealed envelope to MANAGER (TENDER CELL), COMPUTER DIVISION, ITI LTD., MANKAPUR - 271 308, GONDA, U.P. (INDIA) on or before 11:00 Hrs. (IST) of the due date.

1b. Important Notes: Incase of tender are being submitted through e-mail, following guidelines must be followed.

(I) The e- mail quotations/offers may be submitted as attachment (s) at e-mail – ID

newtender_mkp@itilttd.co.in . The attachment (s) must be .pdf/.doc/.xls/.jpg/.tif type file .

(II) No copy (CC) of quotations/offers should be sent to any other e-mail-ID of ITI Limited.

(III) The subject line of the- mail for offer/quotations must contain Tender ID No B302057 and Due 12/10/2020 (11:00 Hrs IST).

(IV) Kindly contact at munish_mkp@itilttd.co.in or dineshkumar_mkp@itilttd.co.in for any clarification.

(V) Offer shall not be considered in case of violation of above instruction.

In case of tender are being submitted through e-mail, post confirmation hard copy must be sent to MANAGER (TENDER CELL)

2. The detailed General Terms and Conditions for submission of Tender- Import/Inland (which is an integral part of this tender enquiry) are attached.

Point to point compliance of detailed General Terms & Conditions for submission of tender is must.

Otherwise, it will be presumed that the same are acceptable to the bidder.

3. Item wise Drawing & Specifications are attached herewith.

4. Terms of Price :- As per Tender Terms

5. Delivery Required: - In 02 equal Lots 1st Lot in OCT. 2020 and 2nd Lot in Jan 2021

6. Validity of the offer: - 180 Days.

7. Interested bidders may participate in tender opening.

8. Late offers received after due date will not be considered.

9. Purchase Orders qty. against above Tendered Qty may vary based on actual need.

10. As GST is Implemented, following information are amendatory to mention along with quotation.

- Vendor Name
- Address with e_mail ID & Mob. No. of contact person
- PAN No. along with Photocopy of PAN
- Aadhar No. along with Photocopy of Aadhar (If applicable)
- GST Registration No. with Proof
- List of HSN code of the item they supply etc.
- HSN Code No. against each item

11.

- a. All applicable statutory levies under GST Act, should be separately indicated with the current rate applicable, otherwise rate quoted will be deemed as inclusive of taxes/levies. Vague terms like 'As applicable at the time of supply' should be avoided. Apart from Statutory levies, other charges like handling, P&F etc. will not be paid by us.
- b. In case of your absorbing the GST portion, the same may be specified clearly in the quotation itself and not after the tender opening, which otherwise will be treated as post-tender correction and would disqualify your quote.

NOTE:-

- Please ensure to quote your Minimum Packing qty & Ordering Qty against each code.
- In case of an order, components supplied shall be in original packing provided by manufacturer and shall be from recent production batch as indicated by the batch number on the component.
- **Please mention clearly in the Price Bid whether quoted Unit Basic Price is Inclusive of GST or Exclusive of GST.**

12. Bidders must indicate whether they fall under the purview of MSMED Act 2006 and if so the certified copy of relevant registration certificate as a proof and following details must be submitted along with the quotations: -

MSME REGISTRATION Number	WHETHER OWNER OF MSME COMPANY IS WOMAN - YES / NO	WHETHER OWNER OF MSME COMPANY IS SC/ST- YES / NO

In case such certificate is not produced at the time of submission of quotation, Party will not be considered falling under this category.

You are requested to submit your quotation on or before due date positively.

**(MUNISH KUMAR SAXENA)
ASSTT. MATERIALS MANAGER (SW)
ITI LTD, MANKAPUR-271308
DIST: - GONDA (U.P.), INDIA
Phone no: 05265-274354
E-mail : munish_mkp@itilttd.co.in**