Respected Sir,

Kindly quote your best prices and deliveries for the below mentioned components.

<table>
<thead>
<tr>
<th>Sino</th>
<th>Item and Description</th>
<th>Quantity</th>
<th>Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>DRR2D3320LGSN4 PVC YELLOW TAPE TO SPEC D3320 WITH ITI LOGO PRINTED IN BLUE COLOR R T0010 ( TAPE TAPE DRAWING )</td>
<td>6000.0000</td>
<td>Number of Units</td>
</tr>
<tr>
<td>2</td>
<td>DRR2D3320LGD7N4 PVC YELLOW TAPE TO SPEC D3320 WITH ITI LOGO PRINTED IN BLUE COLOR R T0010 ( TAPE TAPE DRAWING )</td>
<td>6000.0000</td>
<td>Number of Units</td>
</tr>
</tbody>
</table>

**Special Note:** *IF MSME, KINDLY PROVIDE RELEVANT DOCUMENTS ALONG WITH QUOTATION*

Deputy General Manager (MM)  
Central Purchase,  
ITI Limited, Dooravaninagar  
Bangalore-560016

Thanking You.

Yours Faithfully,

For I.T.I Limited

CHIEF MATERIAL MANAGER

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**NOTE:**
1. PLEASE SEND YOUR QUOTE IN A SEALED COVER SUBSCRIBING OUR ENQUIRY NUMBER AND THE DUE DATE ON THE ENVELOPE SHOULD REACH US ON OR BEFORE DUE DATE BY 3.00 PM.
2. OFFER THROUGH EMAIL WILL NOT BE CONSIDERED.
3. TERMS AND CONDITIONS AS PER ENCLOSURE.
4. OUR PAYMENT IS 60 DAYS CREDIT.
5. YOUR QUOTED PRICE SHALL BE A. LL INCLUSIVE FOR ITI LTD. BANGALORE
1. **SCOPE:**

   This specification covers self-adhesive coloured plastic films backed on one side with a pressure sensitive adhesive suitable for packaging purposes.

2. **REFERENCE:**

   1. IS : 8402-1987 Methods of sampling and test for pressure sensitive adhesive tapes.

3. **REQUIREMENTS/PROPERTIES:**

   3.1 **ADHESION STRENGTH:**

   The adhesion strength on steel shall be 500 g/2.5 cm. width minimum when tested as per clause 5 of IS:8402/1987.

   3.2 **TENSILE STRENGTH:**

   The tensile strength shall not be less than 7 kgs/2.5 cms.width.

   3.3 **PURITY:**

   The tape shall not contain materials which can cause corrosion to metals in contact. The pH of water extract shall be between 5.5 & 8.0 when tested for type approval of the sample.

4. **COLOUR**

   The colour of the tape shall be as called for on the order & shall match with IS standard colours.

5. **CORES**

   All tapes shall be wound on cores of internal diameter 75.0 ± 1.5 mm & shall have sufficient rigidity to prevent the distortion of the roll under normal conditions of transportation & use.
6 DIMENSIONS
The width of the tapes shall be as called for on the order. The tolerances on both thickness &
width shall be ± 15% on the nominal value.
The thickness of the tape shall be such that it shall satisfy the requirements as specified at
clause 2.

7 SHELF LIFE
The shelf life shall be minimum 12 months from the date of manufacture. The month & year of
manufacture shall be marked on each container or cartons along with the date of expiry.

8 DESIGNATION
Tape shall be designated as per 15 Digit Codification STD-DRX
Example: For tape shall be designated as DR R2 D3320 XX XX XX

9 PACKING & MARKING

9.1 PACKING
The material shall be well packed so as to ensure safe delivery without damage during
transit / handling / storage and special care shall be taken to protect the material from ingress
of moisture.

9.2 MARKING

Each bundles containing the material shall be marked with the following details.

1) Ordering Code.
2) Purchase Order No.
3) Manufacturer's name or trade mark
4) Net and gross weight
5) Any other relevant information.
10 TYPE APPROVAL

10.1 SAMPLE FOR TYPE APPROVAL
The supplier shall submit free samples for type approval purpose. The size & quantity of the material shall be as per ITI specification D 3800.

10.2 TYPE APPROVAL TEST
All the requirements called in clause 3 to 7 shall be checked for type approval purpose.

11 BATCH ACCEPTANCE

11.1 SAMPLING PLAN FOR BATCH ACCEPTANCE
Sampling plan as given in quality system documents pertaining to the units shall be followed for batch acceptance.

11.2 BATCH ACCEPTANCE TEST
All requirements called in clause 3 to 8 shall be carried out for batch acceptance purposes.

12 DEPARTURE FROM SPECIFICATION
Any departure from this specification must be agreed to in writing by the company prior to the execution of the order.

13 REJECTION OF SUPPLIES
M/s ITI LIMITED have the right to reject any material which does not conform to this specification and to return any material which subsequently proves faulty in manufacture.

14 ACCEPTANCE
The acceptance of this specification without any comment shall be taken to indicate that the supplier agrees to comply with the condition herein contained.

HISTORY OF REVISION:- Specification reviewed &
15 digit code incorporated & issue advanced.
TERMS AND CONDITIONS FOR SUBMISSION OF TENDER

1. Quotation must be submitted in duplicate (one copy without pricing), in a wax sealed cover, superscribed with our tender number & due date and should reach us well before DUE DATE. Open and/or late tenders and tenders without enquiry number and due date on the cover are liable for rejection without assigning any reason.

2. All offers should be complete with specification/catalogue (ENGLISH only) and samples where specified.

3. Validity: Quotations should be valid for a period of 180 days from the due date of tender. Once quotation is accepted and order is confirmed, the price must remain firm till completion of the order.

4. Delivery Schedule: Quoted must be valid and remain firm from the date we confirm the order. Indicate mode of despatch (RRP/ROAAD/RAIL/AIR).

5. Inspection: Inspection of goods at our works is final. Goods rejected will be returned on freight to pay basis. Packing & forwarding charges in respect of such consignment will be debited to your account.

6. Payment: Bills will be paid within 60 days from the date of receipt of materials.

7. We reserve the right to accept or reject any or all offers and order part or full quantity, without assigning any reason.

8. Please specify your income Tax Account Number and Name of I.T. Circle.

9. The quote must be for the quantity specified in the enquiry and should also indicate slab rates for multiples of the quantity enquired.

10. Components to be supplied shall be from the latest batch of production. If items are offered from stocks the lot/batch code shall not be earlier than 2 years from the date of shipment.

11. LIQUIDATED DAMAGES AND RISK PURCHASE CLAUSES: Time is the essence of contract and the materials against the order arising out of this enquiry must be delivered by the supplier according to the delivery schedule indicated in the purchase order. In case of any change, the supplier should inform us in advance and obtain our approval to the revised delivery schedule should the supplier fail to deliver the material in full or part thereof, we shall be entitled at our option either to recover from the supplier as agreed the liquidated damages and not as penalty, a sum equivalent to half percent of the contract price of the item per week of such delay or part thereof subject to maximum of 15% of the contract price of the item delayed or to terminate the contract in respect of the balance Quantity so delayed and purchase material elsewhere at the risk of the supplier.

12. FOR INDIGENOUS OFFERS ONLY:

   (a) PRICES should always be quoted on F.O.R. KRISHNARAJAPURAM basis including suitable packing.

   (b) Specify applicable statutory levies, e.g. Central Excise Duty, Sales Tax, etc. In absence of these, the prices shall be treated as inclusive of all such levies & no subsequent claims will be entertained.

13. FOR FOREIGN OFFERS ONLY:

   (a) Prices must be quoted on F.O.B. Port of Despatch or Airport and Indicate estimated charges for despatch by AIR FREIGHT/AIR POST PARCEL to BANGALORE.

   (b) Prices quoted must include Agency Commission (if any) to your Indian Agents. The same must be specified, which is payable to them in Indian Rupees.

   (c) Payment: Letter of Credit or sight draft through the STATE BANK OF INDIA, BANGALORE - 560016, as detailed below:

"ITI will bear only LC establishment charges once & bank charges of State Bank of India. All foreign bank's charges [i.e. charges while negotiating documents which the same are sent on the collection basis, due to certain discrepancies in the presentation of documents (LCBCs etc.)] are to be borne by Foreign Suppliers. In case of order placed on sight draft basis (FLSCAs) also, the invoice amount will be paid & all the foreign bank's charges are to the supplier's account.

Please furnish your Banker's name and address for this purpose.

Please indicate whether you fall under purview of MSME Act 2006 and if so the certified copy of relevant registration certificate as proof may be submitted along with tender bid.

In case such certificate is not produced at the time of bid you will not be considered to be falling under this category.

N.B.: FAILURE TO ADHERE TO ANY OF THE ABOVE, WILL DISQUALIFY THE OFFER.