
	ITI LIMITED	Phone No:	080-28503639
		E.mail	ammc_bgp@itild.co.in
BANGALORE PLANT			
DOORAVANINAGAR BANGALORE - 560 016			
ENQUIRY			
M/s	Enquiry Ref No:		C160F006
	Enq Date:		8-Oct-2020
	Due Date :		19-Oct-2020
Please quote your best prices and delivery for the item as mentioned below.			
S/no	Description of the item		Qty in KG's
1	LIQUID DETERGENT SOAP OIL (SPEC- IS-4956/1977 Type 3 PH Value should be 6-8)		1600
Note:	1	Delivery required - Staggered, Average in Tank of 320 Kgs once in Two Months	
	2	FREE SAMPLES (Minimum 250 ml should be Submitted along with the Quotation, failing which quotation shall be rejected)	
	3	your quoted price shall be all inclusive FOR ITI Ltd., Bangalore-16	
GST NO	4	29AAACI4625C1ZV	
Your sealed quotation SUPERSCRIBING our Enquiry Reference and DUE DATE on the envelope should reach us on or before DUE DATE 19-Oct-2020 by 3:00 PM.			
(Quotation will be opened on next working day at 2.30 PM) and should be addressed to.			
Deputy General Manager - IMM ITI Limited, Bangalore Plant, Dooravaninagar Bangalore -560 016.			
Thanking you		 Your's faithfully, For I.T.I Limited	
		Deputy General Manager (M M.) ITI Ltd, Dooravani Nagar Bangalore - 560 016 Deputy General Manager-IMM	



Enclosure to: **Enquiry no.C160F006 Date: 08.10.2020**

1. SUBMISSION OF TENDER:

- (i) This is only a purchase enquiry to quote and not an order. This tender enquiry is not transferable.
- (ii) Tenders must be submitted as mentioned in the tender enquiry in a Sealed Envelope indicating our Enquiry No. & Due Date" on the face of the envelope and should be addressed to the undersigned.
**Deputy General Manager- MM , M/s ITI Limited, Bangalore Complex, Dooravaninagar, Bangalore –560 016.
Phone: 080 - 2850 3978, 28503606 E-mail: ammc_bgp@itilttd.co.in**

- Note**
- (a) Tenders should reach us before **15.00 Hrs. of the Due Date**
 - (b) Separate envelopes should be used for each enquiry.
 - (c) Offer should have commercial condition and technical details
 - (d) Earnest Money Deposit (EMD), if required has to be remitted in the form of Demand Draft in favour of ITI Ltd., payable in any Scheduled Bank in Bangalore. No interest will be paid on EMD and will be returned to the unsuccessful tenderer after finalisation of the purchase order. EMD of successful bidder will be adjusted towards security deposit payable by him as laid down at Sl. No. 13

2. OPENING OF TENDERS:

Tenders against our enquiries will be opened on next working day at 1430 Hrs, in the presence of the tenderer / authorized representatives. If there is any pre bid meeting with the tenderers, the date & time of the same will be informed to them.

3. LATE OFFERS:

Tenders without indicating our enquiry No. & Due Date on the face of the envelope and tenders received late are liable for rejection without assigning any reason.

- Note**
- (a) Send your quote well in advance of the due date. Quotations are accepted by fax / e-mail followed by confirmatory copy. Vendors are advised to submit the tenders to our P&A Department in person to avoid postal delay / loss of tenders in transit.
 - (b) If you are not in a position to quote, for any reason, please communicate the same without fail to enable us to keep you on our vendor list for future requirements.
 - (c) Please mention the Sl. No. and Code / description of the items exactly as per our enquiry.

4. PRICES:

- (a) ITI Ltd. is planning to have long term tie up with limited vendors, who can supply the item with good quality, prompt delivery and at lowest price. Hence, you may quote in such a way that a long-term relationship is possible.
- (b) Prices must be per unit as called for in the enquiry and should be on FOR ITI/FOR destination basis as the case may be and inclusive of Insurance charges.
- (c) ITI Ltd., under normal circumstances, may not negotiate for the price. Hence you are requested to quote your best price in the original quotation itself.
- (d) Any counter terms and conditions are not binding on us unless ITI Ltd., agree to the same in writing.
- (e) In case of an order issued on you, the ordered rate should be firm till the completion of the order. In case where the market prices are going down beyond 5% of the ordered rate or decrease in the statutory levies, the same should be passed on to ITI Ltd.
- (f) Vendors should deliver the materials to ITI Ltd., Stores/the destination as mentioned in the P.O. ITI Ltd., will not take the responsibility of clearing the goods from the carriers godown/office/Railway Station/Air port, etc.
- (g) In case of supply of imported items by local dealer's proof of import should be provided. Prices quoted should indicate clearly the Modvat relief (by way of C.V.D.), being passed on to ITI and supplier should furnish regular invoice indicating rate and amount of duty that is passed on which should be proportionate to the material sold to ITI from the relevant imported consignment, covered under this appropriate Bill of Entry.
- (h) If the supplier supplies the same item at a lower rate to any of their customers during the pendency of execution of ITI Ltd., Purchase Order/ Order Amendment, the supplier should voluntarily come forward and reduce the price.
- (i) The validity of your offer should be for a minimum period of **90** days from the date of opening the tender.
- (j) Any Plant/division of ITI reserves the right for placement of Repeat Order if required within one year of original PO date.

5. STATUTORY LEVIES:

- (a) All applicable statutory levies like Sales Tax GST, IGST, SGST, CGST, etc., should be separately indicated with the current rate applicable. Otherwise quoted rate will be considered 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, Packing & Forwarding etc., will not be paid by ITI Ltd.
- (b) In case of sales tax exempted delivery, authorisation letter from the competent authority should be enclosed along with the quote.
- (c) In case you absorb the sales tax portion, the same may be specified clearly in the quotation itself and not after opening the tender, which otherwise will be treated as post-tender correction and would disqualify your quote.
- (d) In case of statutory levies like Sales Tax, Excise Duty, Surcharge, VAT, etc., are modified, the same has to be intimated to ITI immediately.
- (e) In the event of any refund in Excise Duty/Customs Duty obtained from the Central Excise Department/ Customs Department by you or the manufacturer (if the manufacturer happens to be different from the supplier) on the Supplies made to us, such refunds should be passed on to us, immediately without waiting for any claim from us.

6. MODVAT RELIEF:

- (a) We are eligible to avail the credit of Excise Duty paid on items procured for manufacturing Tele-communication equipment under MODVAT RELIEF scheme. Hence "Invoice cum Gate Pass" in original for payment, and transporter copy duly marked and authenticated is to be produced along with the consignment. In case of your failing to adhere to this instruction, no ED will be reimbursed by us.
- (b) Invoices should be in the prescribed form and have all particulars as per the Central Excise Rules and notifications as amended from time to time, particularly Assessor code, Range Division, rate and amount of duty debited and debit particulars.

(c) Agents /Distributors, on whom an order is placed, should also produce invoice Cum Gate Pass as per the procedure laid down by Central Excise Rules and notification issued from time to time. They should get registered with Central Excise authorities where ED is being passed on.

7. TERMS OF PAYMENT:

- (a) Payment will be made for the accepted quantity within **60** days from the date of receipt of the material / services at our Stores / Destination.
- (b) No payment will be made for the rejected quantity.
- (c) In case you fall under SSI as per DIC, please mention the same in all your quotations / invoices indicating also the certificate number. This is essential if in the unlikely event of delay in payment, you would like to claim preferential payment as an S.S.I

8. INSPECTION:

- (a) ITI reserves the right to split the purchase order among the vendors who are capable of meeting the Quality, Delivery and Cost requirements. Preference will be given to the vendors with well-maintained and proven Quality Assurance.
- (b) We are planning to reduce inspection time with self-certification scheme for the vendors who keep up good quality leading to "ship to stock system".
- (c) Inspection of the material at our works/site will be final. ITI reserves the right to inspect the material at any other standard testing centre authorised by us.
- (d) We or our representative including our customer may if required preliminarily inspect the product at vendor's premises. Such verification shall not absolve the vendor of the responsibility to provide the acceptable product nor shall preclude subsequent rejection during the final inspection at our works/site. It is the responsibility of every vendor to ensure that only the inspected materials conforming to our specifications / drawings / requirements are supplied.
- (e) The supplies shall be from the latest batch of production. Batch Number should be indicated on the item/ packet / test certificate and accompanying delivery challan / test certificate.
- (f) Test Certificate/check list should accompany each supply. Consignments without test certificate, if asked for, are liable for rejection. Rejected material should be collected immediately (within 30 days) after our intimation by giving two days prior notice for completing the necessary excise formalities. You should make arrangements to collect the material either personally OR through your authorised representatives. ITI does not take any responsibility to send the material back to you. After 90 days from the date of rejection intimation to you the material will be scrapped at your risk if not collected.

9. SAMPLES:

Those tenderers, who have not supplied the material against any of earlier orders, should submit FREE SAMPLES clearly indicating enquiry reference. Free samples along with your offer are preferable. In case of a Purchase Order on you, bulk supply should commence only after approval of samples and other approval formalities including infrastructure clearance.

10. WARRANTY:

ITI Ltd., is an ISO accredited company. All our equipment systems have a warranty of 24 months from the date of despatch to our customer. Hence, the warranty of your products should be for a minimum period of 24 months from the date of supply if not specified explicitly. Within this warranty period, if any of your components/subsystem is found defective during our manufacturing process/system testing/installation & commissioning/operation of our equipment in the field, the same is to be replaced free of cost immediately by you. Warranty specified in the P.O. to be reckoned as final.

11. GENERAL:

- (a) We reserve the right to accept or reject any or all offers and to order full or part quantities or cancellation thereof without assigning any reason whatsoever.
- (b) Successful tenderer only will be intimated by post through letter of intent / firm orders.
- (c) Canvassing by tenderers in any form including un-solicited letters against tenders submitted or post-tender corrections shall render their tenders liable for summary rejection.
- (d) Any Plant/division of ITI reserves the right for placement of Repeat Order if required within one year of original date.

12. DELIVERY SCHEDULE:

- (a) Please indicate minimum lead-time required, manufacturing capacity and the quantity that can be reserved for us.
- (b) **Liquidated Damages Clause:** Time is the essence of contract and the materials, against an order arising out of this enquiry must be delivered by the supplier according to the delivery schedule indicated in the P.O. 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 or part thereof as per the delivery schedule, or any extension thereof, we shall be entitled at our option either to recover from the supplier, as penalty, a sum equivalent to ½% (half Percent) per week for first four weeks and 0.7% per week (fractions of a week will be considered as one week) thereafter for such delay or part thereof of the items delayed or terminate the contract in respect of the balance supply. So delayed and purchase materials elsewhere at the risk and cost of the defaulted supplier. Delivery schedule specified in the P.O. will be final.

13. SECURITY DEPOSIT:

In case of an order / LOI on you, you will have to deposit an interest free security deposit of 5% of the Order value along with the order / LOI acceptance by Bank Guarantee which will be forfeited in case you fail to execute the order to our satisfaction in all respects. The security deposit / BG will be refunded / returned after expiry of warranty period.

14. LOCAL REPRESENTATION:

Please indicate your local representative's address, telephone, Fax No., of the person to be contacted, in the offer.

15. TECHNICAL CATALOGUE:

The Technical Catalogue in English should be submitted. In the event of any change in the technical catalogue, updated version may be sent to us immediately. It is essential that you simultaneously take up the same with approval authority and their approval copy sent to us.

16. FORM C:

Form C will be issued only after receipt and acceptance of materials if applicable.

17. GOVERNING LAW:

All suits shall be instituted in a court of competent jurisdiction at Bangalore and in case of arbitration, the Indian Arbitration Conciliation Act, 1996 is applicable.

Chief Materials Manager (Central)