

Centre of Fashion Design & Technology
Institute of Professional Studies
University of Allahabad
(Limited Tender Enquiry - LTE)

No. : D/IPS/339/15

Dated: September 22, 2015

Dear Sir/s,

We intend to purchase Sewing Machines at the Centre. Kindly arrange to send your QUOTATION in favour of "**Director, IPS, AU**" giving lowest rates per unit along with terms and conditions in Sealed Cover addressed to the **Director, IPS, Centre of Food Technology Building, Science Faculty Campus, University of Allahabad, Allahabad (Tel: 0532- 2460118, 2460289, 9919810032)** so as to reach this office of the Centre on or before October 03, 2015.

THE WORD "QUOTATION", OUR REFERENCE NUMBER AND DATE SHOULD BOLDLY BEMENTIONED ON THE COVER.

S.No.	Description of Goods	Quantity Required
1	5 Threads overlock industrial sewing machine	01
2	Single needle lockstitch direct drive machine with needle positioner	04
3	Single needle direct drive auto lubricating lockstitch machine with UBT	01

1. While submitting the quotation following should invariably be mentioned:
 - a) Details of specification.
 - b) Lowest rate F.O.R. destination.
 - c) Discount, if any.
 - d) Sales Tax /VAT at confessional rate as applicable to the Educational Institutions.
 - e) Period of validity – (minimum six months).
 - f) Firm delivery time from the date of receipt of confirmed order, condition of supply and terms of payment.
2. If you are manufacturer of the items or if you have proprietary distribution/sales authorization, please mention it in the quotation and also attach the relevant certificate(s).
3. Terms & Conditions as applicable are attached.

N.B.

1. Under no circumstances unsealed quotation will be entertained in the office.
2. Quotations received after the due date shall not be considered.

(G.K. Rai)
Director, IPS

Terms & Conditions

1. Quotation received after due date and time shall be summarily ignored.
2. Unsolicited / conditional / unsigned tenders shall not be considered.
3. Complete specification with model and manufacturer name and address should be given while quoting. Literature / Pamphlets should also be enclosed wherever applicable.
4. Rates must clearly indicate all taxes and discounts offered, if any.
5. No price negotiation will be entertained in normal course of action.
6. In case the products are available on DGS&D rate contract, may quote DGS&D rate contract rates enclosing a copy of the rate Contract.
7. Delivery shall be given in 30 days of receipt of purchase order at the University Campus. The offered delivery period shall have to be strictly adhered to incase an order is placed.
8. IT, TT would be recovered as per rules. Kindly furnish your CST, UPTT and TIN Number in your quotation for our records.
9. Payment shall be made on delivery and satisfactory installation of the equipment.
10. After sale & service will be provided free of cost up to warranty period. Charges after warranty period may be quoted.
11. Tender conditions, if any, or otherwise sent also with the tender shall not be binding on us.
12. The acceptance of the quotation will rest with the competent authority of Allahabad University, who does not bind himself to accept the lowest quotation and reserves the right to himself to reject, or partially accept any or all the quotation & received without assigning any reasons.
13. All the above instructions and our standard terms and conditions must be complied, failing which your offer may be liable for rejection.
14. All suits shall be in the courts of Allahabad Jurisdiction only.
15. Terms & conditions of purchase as per University rules shall be applicable.
16. Tender(s) / Quotation(s) should be addressed to the Director, Institute of Professional Studies, University of Allahabad, Allahabad.
18. **Vendor must enclose an authorization certificate of the company with tender document.**
19. Liquidated damages rate for delay in delivery is 0.5% per week & max. 5% of the total amount.