

Date: 04.12.2019

**INVITATION FOR QUOTATIONS FOR CREATING LAYOUT FOR
CREATIVE INDUSTRY HUB & FABRICATION WORK
UNDER NATIONAL SHOPPING PROCEDURES**

To.

Dear Sir or Madam,

Subject: Invitation for Quotation for following works:

1. You are invited to submit your most competitive quotation for the following works:

SL. NO.	ITEMS
1.	Creating Layout of Creative Industry Hub
2.	Wall Chiseling & Smoothing
3.	Flooring & Ceiling
4.	Furniture
5.	Partition
6.	Electricity & Electrical Work
7.	Lan Network

Delivery Period : 1 Month (Period is negotiable under valid circumstances)

Place of Delivery : Temi Tea Estate, South Sikkim

*****Note:**

1. Bid Price
 - a. The contract shall be for the full quantity as described above. Corrections if any, shall be made by crossing out, initialing, dating and re writing.
 - b. All duties, taxes and other levies payable by the contractor under the contract shall be included in the total price.
 - c. The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
 - d. The Prices should be quoted in Indian Rupees only.
2. Each Bidder shall submit only one quotation.
3. Validity of Quotation

Quotations shall remain valid for a period not less than 15 days after the deadline date specified for submission.
4. Evaluation of Quotations

The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which

 - a. Substantially responsive; and
 - b. Conform to the terms and conditions, and specification.
 - c. The Quotations would be evaluated for all the item together/would be evaluated separately for each item. [Select one of the options].
5. Award of Contract: The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.
 - 5.1 Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.
 - 5.2 The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.
6. Payments shall be made promptly by the Purchaser but in no case later than Thirty (30) days after submission of the invoice or claim by the Supplier.
7. Normal commercial warranty/ guarantee shall be applicable to the supplied goods.
8. You are requested to provide your offer latest by 12:00.hours on 10/12/19.
9. We look forward to receiving your quotations and thank you for your interest in this project.
10. Design is attached

(Purchaser)

Managing Director

Temi Tea Estate

Government of Sikkim

FORMAT OF QUOTATION

Sl. No.	Description of Works	Unit of Measure as applicable	Quoted Unit Rate in Rupees	Amount in Rupees
	Tax (Specify)			
Gross Total Rs Rupees (in words)				

Applicable while the bids are being invited for more than one item and would be evaluated for all the items together.

We agree to supply the above items in accordance with the technical specifications for a total contract price of Rs (amount in figures) (Rs amount in words) within the period specified in the invitation for quotations.

We also confirm that the normal commercial warrantee/guarantee of months shall apply to the offered items.

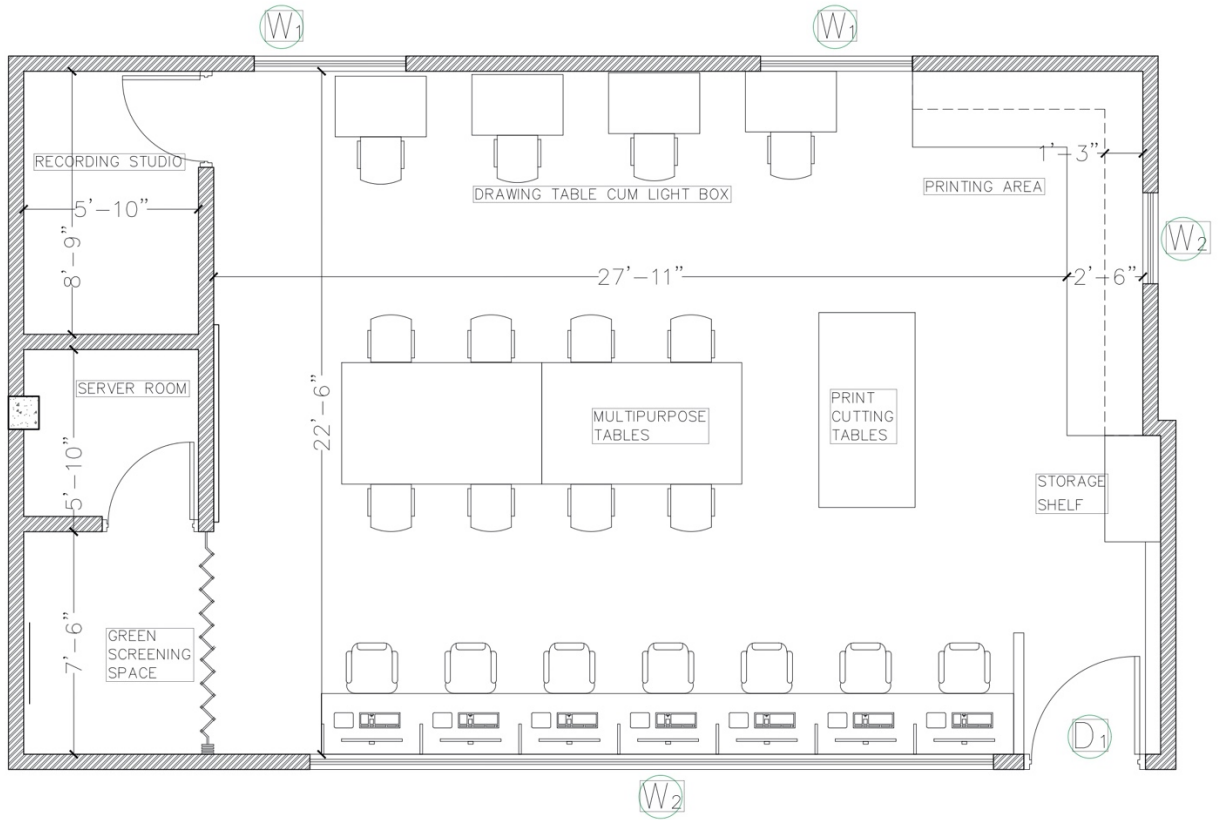
We clarify/confirm that we are eligible to trade in the items as indicated in the quotation documents as per law.

We understand that you are not bound to accept the lowest or any quotation you may receive.

Signature of Supplier (With official seal)

Contact Number:

E-mail:



TEMI CREATIVE STUDIO PLAN
 AREA = 835 sq. ft.