

**PROCUREMENT OF GOODS UNDER  
NATIONAL SHOPPING PROCEDURES  
INVITATION FOR QUOTATIONS FOR SUPPLY OF OFFICE EQUIPMENTS  
UNDER NATIONAL SHOPPING PROCEDURES**

To

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Dear Sirs,

Sub: INVITATION FOR QUOTATIONS FOR SUPPLY OF OFFICE EQUIPMENTS

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

Brief description of the Goods	Specifications*	Qty	Delivery period	Place of delivery	Installation requirement if any
Office Equipments	Supply and installation of Speaker for Podium	01	One month from notification of award of contract	College of Biotechnology, Meerut, Uttar Pradesh	Yes
	Supply and installation of in built sound system for quality sound and cord less as well as collar mike	01			
	Supply and installation of APC based wall paneling with PVC to make committee room sound proof (1500 sq feet)	01			
	Supply of LED based presentation system (43 inch) with offline battery backup from reputed firm	01			
	Display board with closed panel (4X3 feet)	01			
	Inauguration metal sheet based insignia	01			
	Double battery inventor system with installation	01			
	Waste disposal system	01			

\* Where ISI certification marked goods are available in market, procurement should generally be limited to goods with those or equivalent marking only. A single quotation is required for conference room. Preference will be given to the firm having prior experience to establish such facilities. The prior presentation of proposed work's 3D model is mandatory.

2. Government of India has received a credit from the International Bank of Reconstruction and Development (IBRD) towards the cost of the National Agricultural Higher Education Project (NAHEP) and intends to apply part of the proceeds of this credit to eligible payments under the contract for which this invitation for quotations is issued.
3. The NAHEP Project is being implemented by Indian Council of Agricultural Research (ICAR) which is an autonomous society registered under the Societies Registration Act.
4. **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 rewriting.
  - b) All duties, taxes and other levies payable on the raw materials and components shall be included in the total price.
  - c) Sales tax in connection with the sale shall be shown separately.

- d) 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.
- e) The prices shall be quoted in Indian Rupees only.
5. Each bidder shall submit only one quotation.
- 6. Validity of Quotation**  
Quotation shall remain valid for a period not less than 30 days after the deadline date specified for submission.
- 7. Evaluation of Quotations**  
The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which
- (a) are properly signed ; and
  - (b) conform to the terms and conditions, and specifications.
- The Quotations would be evaluated separately for each item.  
Sales tax in connection with sale of goods shall not be taken into account in evaluation.
- 8. 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.
- 8.1 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.
- 8.2 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.
9. Payment shall be made immediately after delivery of the goods.
10. Normal commercial warranty/ guarantee shall be applicable to the supplied goods.
- 11. You are requested to provide your offer to undersigned by registered/speed post or deposit in the office of Dean, College of Biotechnology by 17.00 hours on 07/12/ 2020.**
- 12. The firms interested in quotation should send separate quotation in sealed envelope. Each quotation should be placed in a separate envelope. No combined application will be entertained. The name of the item "Office Equipments" should be written on envelope in bold letters.**
13. We look forward to receiving your quotations and thank you for your interest in this project.

(Amit Kumar)  
Member

(Jitendra Singh)  
Member Secretary

(Ravindra Kumar)  
Nodal Officer

Procurement Committee, ICAR-IG-NAHEP, CoB, SVPUAT, MEERUT-250110 (UP)