



# GOVERNMENT POLYTECHNIC, KHAMGAON

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Inquiry Letter

REVISED DUE DATE (AFTER EXTENSION) : 21/06/2021

No: GPK/WS/Store/Fire Audit/2021-22/

Date: 15/06/2021

To,

M/s. 1 ) Suppliers as per List attached (2 ) Institute Notice Board ( ✓ ) Programmer, Institute website for uploading

## Sub: Quotation for the Fire safety audit

Dear Sirs,

Sealed quotations were hereby invited by the undersigned for carrying out the Fire safety audit of this Institute / Machinery—Equipment/Consumable materials vide this office inquiry no GPK/WS/Store/Fire Audit/2021-22/ 786 dated 15/04/2021 . But because of Lockdown and Pandemic scenario all over the state, the response received to this inquiry is not satisfactory. Therefore, as per the extension granted by undersigned in this regard, the date of submission of sealed quotation is revised and extended up to 21/06/2021 . So the sealed quotation shall now be accepted by this office up to said revised date. Hence, it is expected from your end to submit the sealed quotations for carrying out the Fire safety audit of this Institute ( refer table 1 below) so as to reach this office on or before 21/06/2021 during office hours only. Please note the quotations received after the due date will not be considered.

**GENERAL TERMS & CONDITIONS:** (1) The type of services quoted should confirm to the details given in the list. The services provided in this regard must confirm the quality of work of every task in the said audit.(2) The Undersigned reserves the right of rejecting all the quotations without assigning any reasons.(3) All rates quoted should be F.O.R. Government Polytechnic, Khamgaon including all applicable taxes otherwise the quotations will not be considered.(4) For sales Tax / GST or any other taxes , (If "D" , "AF" or any other equivalent form if required shall be furnished on the demand where applicable).(5)All the Rates should be F.O.R. at Government Polytechnic, Khamgaon( for local dealers) (6) The envelope containing the quotations should be dully sealed and superscribed as " Quotation for Fire safety audit " along with the date of submission of the quotation.(7) The quotation shall be valid up to 90 days from the date of opening .(8) Quotations will be opened on 22/06/2021 at 1.00 P.M. am/pm.(9) Sample information of this kind of audit is required to be provided for the items specifically mentioned in the remark column.(10) In case of any component required for furnishing the audit must be separately mentioned and Railway receipts or motor receipt for goods (if any) shall be sent directly to undersigned by registered post only and will not be accepted through banker or V.P.P. (11) Testing and satisfactory completion or equivalent certificate if needed , is to be provided by service provider in prescribed format (if any) (12)If services of any item from below mentioned table is rejected by the Institute, due valid reason, the same will have to be reaudited by the service provider within a specified time and all expenses including charges for return and replacement will have to be paid by service provider

**PAYMENT & OTHER TERMS :** 1) 100% Payment against completion of audit and satisfactory certifications if any , in this regard .(2) Advance payment is not admissible (3) Payment is not permissible on dispatch documents through Bank or V.P.P. (4) Payments will be made through online mode by submission of following documents in duplicate for CMP.(4.1) Format A in prescribed format (4.2) cancelled cheque of firm in original (4.3) Adhar Card of concerned authority (4.4) PAN card (5) Statutory Levies: The cost quoted shall include all statutory levies if any , charged by state or Central Government for rendering this types of services.(6) Working Hours : The fire safety audit activities shall be normally done during working hours of the Institute. However in case of any emergency the the said activities shall be done beyond working hours or on holidays with prior permission of concerned authorities (7) The service provider must possess a valid approved license from Directorate of Fire Safety M.S. otherwise the quotation will not be considered please note,,,

Table no 1 : AREA STATEMENT

Sr.No.	Name of Building	Area of building in Sq meter	Remarks (if Any)
01	Main Building	5272.30	Sample audit information may be attached in support
02	New Building	2337.50	
03	Workshop building	1092.30	
04	Boys Hostel	4447.48	
05	Girl's Hostel	1149.56	

**NOTE:** Please mention PAN /TAN number of either service provider or his firm.( or any other no.pertaining to Income tax) alongwith the current / saving account no of firm at the time of submission of quotation.

Your's

  
Principal,

Government Polytechnic, Khamgaon

Cc: 1) Service Provider as per List attached (2) Head of Civil Engg Department (3) Institute Notice Board (4) Programmer , G.P.Khamgaon for uploading copy of quotation on Institute website and forwarding copy of quotation to concerned service provider through email mentioned in their address.