



GOVERNMENT POLYTECHNIC, KHAMGAON

WINNER OF ISTE-NARSEE-MONJEE AWARD-2000

(07263) 56644 (O), 54609 (R), Fax - (07263) 52278

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Gram:- POLYTECH

Enquiry Letter

No. : GPK /Store/inst purchase/APM/2019-20/ 24

Date:02 /01/2020

By post / email

To,

.....
.....
.....

QUOTATION

Sub: Quotation for purchase of equipment
(Due Date 21 /01/2020)

Dear Sir,

Sealed Quotations are invited from eligible and interested manufacturers/ dealers/distributors/ for the following items on the terms and conditions mentioned below.

Sr. No.	Name of the item	specification	Quantity required
1	Cover Guage	Concrete thickness gauge model of CTG-2 (Concrete Thickness Gauge) Battery Powered-ASTM standard Frequency Resolution 10Hz, Thickness range 81 mm to 50.8cm in standard mode.	1
2	Crack detection microscope	Magnification = x35, measuring range 4 mm , division = 0.002mm, weight including battery and box = 560gm, box dimension=150x100x50mm .	1
3	Half-cell potentiometer	Voltage 2230, electric power source frequency 50Hz, corrosion monitoring technique standardize by ASTM	1
4	Extensometer	With least count 0.01mm, max. extension 25mm with single dial / gauge / digital display suitable for various gauge length.	1

(Note : Please note the terms and mentioned below)

TERMS AND CONDITIONS

- The bid/quotation should be submitted in **two bid format**.(Technical bid & Commercial Bid)
- **The first envelope(Technical Bid) will contain Technical specifications of the product, technical literature/ leaflet and other documents mentioned below.** It is mandatory to the suppliers to submit following documents without which your quotation will not be considered.
 49. Covering Letter for tender on the company letter head mentioning official address, Contact No, e Mail address and website (if available) address etc.
 50. Registration letter of suppliers establishment (company/ organization)
 51. GST registration certificate/ Number
 52. GST Clearance Certificate/ GST Challan for last quarter of the Financial year.(Paid up to July 2019)
 53. Authorization/ Distributorship certificate from manufacturer. Proof of permission to manufacture the equipment/ item mentioned in the quotation from competent authorities (to be submitted if the bidder is not a manufacturer). *Desired*
 54. Technical literature / leaflet (manufacturer /supplier) of the make and model no of equipment quoted.
 55. Under taking by supplier confirming quality of Equipment / Machinery
 56. Under taking by supplier towards supply of equipment within prescribed date / period and post sales services.

(Additional document may also be asked by undersigned for confirming the details.)
- **The second envelope will contain the financial (or Commercial) bid** in which the all-inclusive rates / taxes/GST etc & F.O.R. Destination will be written and signed with the stamp of the establishment in the follow format

Sr. No.	Name of the item with specification		Quantity required	All inclusive cost per unit	All inclusive cost for quantity mentioned.
	Name of the item	Specifications			

Date -

(Signature)

Place -

Rubber Stamp of Organisation


Important Instructions

- The two envelopes should be sealed with a mention of the type of envelope (technical / commercial or Financial), Reference no., Date of opening the quotation on the front side of the envelope. These two envelopes should be sealed in a third envelope by giving heading “Quotation for supply of “**Applied Mechanics Department Equipment**” and writing complete address of the undersigned as below. (**Address** :Principal, Government Polytechnic, Khamgaon , Jalamb Road , Khamgaon, Dist : Buldana (M.S.) Pin 444 303)
- The quotations should reach the undersigned on or before date **21/01/2020**
- The material will be checked at this institute.
- No extra charges will be paid for cartage, packing etc. for the material rejected and replaced if any
- Quotations will be opened at 1.00 AM/ PM on **Date 22/01/2020** at office of the Principal of Institute.
- Rates should be valid for 6 months from the date of confirmation letter.
- Materials should be quoted for standard makes and minimum pkgs.
- Delivery to the consignee has to be effected within **1 week** from the date of issue of purchase order or **on or before the prescribed date** (if any)
- The undersigned reserves the right to accept or reject any offer or all offers without assigning any reason thereof.
- The said process is subjected to the necessary approval from higher authorities.


Principal

Govt. Polytechnic, Khamgaon

Copy to : 1) Hon. Director ,Directorate of Technical Education M. S. Mumbai for information please. It is requested to do needful for uploading the same on website as per instructions issued.

2) Hon. Joint Directorate of Technical Education Amravati Region, Amravati for information please. It is requested to do needful for uploading the same on website as per instructions issued. 

3) Head of ~~Electronic~~ Department for information and n a

4) Suppliers as list attached herewith through email and by post

5) Shri Ambatakar , programmer through Registrar , Govt. Polytechnic , Khamgaon for uploading on Institute website.

6) Institute Main Notice Board for display *****