



GOVERNMENT POLYTECHNIC, DHULE.

PH: 02562-272103. FAX: 02562-272103.

Email ID :- stores.gpdhule@dtmaharashtra.gov.in@gmail.com

office.gpdhule@dtmaharashtra.gov.in@gmail.com

Website : gpdhule.org.in

DUE DATE :- 05.04.2017

ENQUIRY NO: GPD/CS/SWT-DF/2016-17

DATE :- 08.03.2017

1051

To,

ENQUIRY LETTER

LIST AS ATTACHED HEREWITH ON OVERLEAF

Sub:- **QUOTATION FOR STEEL WRITING TABLE**

List of Materials :- Given below / attached herewith .

Gentleman ,

You are requested to quote your most competitive rates for the equipment's/consumable materials that you can supply. The quotation should be sent in a sealed envelope/cover and marked as "**QUOTATION FOR STEEL WRITING TABLE**" along with the enquiry no, Due date and the same must reach this office not later than **05.04.2017** . The late quotations will not be considered. You may depute your authorized representatives who wish to be present during the time of opening of quotation on DT:-**06.04.2017**

THE FOLLOWING TERMS & CONDITIONS MAY PLEASE BE NOTED IN THIS CONNECTION WHILE SENDING YOUR QUOTATION.

A. REGARDING MATERIALS.

- 1.) Mention your Sale tax/ VAT TIN Number and PAN no. in your quotation , else your quotation would be strictly rejected.
- 2.) Quote your most competitive rates on your original letter head of your firms name only as per our required detailed specification items only.
Note that the quotations having other than our requirement/specifications shall not be considered.
The trade mark and the quality of origin (confirming to ISI specifications should be offered.) must be specified clearly.
- 3.) Manufacturer's name /its origin , Make and Model etc should be mentioned clearly .The catalogues, technical literature and samples wherever necessary should be forwarded by the supplier along with the quotation.
- 4.) Quotations shall be rejected if found Overwriting in quotation or Quotation sent without the authorized signature etc.
- 5.) Vat/ Tax , if applicable, should specifically be mentioned in quotation which shall be as per latest Govt. Rules
- 6.) Rates you quote must be Inclusive of all freight, packing forwarding Insurance charges to the Central Stores Govt. Polytechnic, Dhule.
- 7.) Immediately after delivery of goods, the supplier should send his team of expert for Demonstration/ Installation/ Commissioning/Erection/Testing and Checking which shall be carried out free of cost at Govt.Polytechnic, Dhule.
- 8.) The amount of TDS shall be deducted from your total bill amount as per Govt. rules and procedures.
- 9.) If you want you may depute your representative on above mentioned opening date as mentioned above. Later, no excuses shall be entertained thereafter by this institute for quotation opening procedure.
- 10.) The undersigned reserves the right of ordering part quantities without assigning reasons and the supplier shall supply the ordered quantity at accepted rates.

B. VALIDITY OF THE QUOTATIONS:- The quotation must remain valid for a minimum period of **six months** from our due date of quotation.

C. INSURANCE :- The material will have to be insured for transit risk with the Government insurance finance fund, finance department, Mumbai and not with any other company.

D. DELIVERY TERMS :-

Rates should be free delivery of the material ordered at Central stores, Govt. Polytechnic, Dhule Within the stipulated period mentioned in purchase order. Thereafter penalty of sum of 0.5% of the total amount shall be charged for each week of delay of supply.

E. Warranty clause must be mentioned separately in quotation. The supplier shall ensure that all service calls will be attended by him/his authorized service provider promptly in warranty period and even after the warranty period is over.

F. PAYMENT TERMS :-

1. No advance payment is permissible.
2. Every case will be taken to clear up the bills in a lease possible period, if acceptable material to the agreed specifications mentioned in the purchase order must be supplied immediately without any delay.
3. Dispatched documents must be sent directly to this office and not through any bankers.
4. Material will be strictly rejected if they are not as per our ordered specification and all charges on same will have to be borne by the supplier .

➤ The undersigned reserves the rights to reject any or all quotations without assigning any reasons therefore


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SR.NO	PARTICULARS	QTY REQD
01	<p><u>Steel Writing Table with Three Drawers :-</u></p> <p>Size: 900 mm L X 600 mm W X 750 mm H with one drawer unit with lock of 150 mm H x 300 mm L x 560 mm D</p> <p>Top : the table top should be of nova pan type pre laminated particle board of 18 mm thickness and 1 mm laminate phenol bonded with natural wood Grain Design with plastic/wooden lining fitted on angular frame which should be of M. S. Angles of 25X25X3 mm size as per IS specifications</p> <p>Frame: The leg and supported frame should be made of M.S Angles 25 mm square tube with wall thickness of 1.6 mm. The leg shall be provided with footrest made of 25 mm square pipe and rubber shoes.</p> <p>Drawer Box and Drawer: The table should have three drawers unit in the box and drawer: right hand pedestal with locks and built in handle. The overall size of the drawer box and locker should be 560 mm D X 300 mm L x 460 mm H. Drawer box, drawers, shelf and locker body should be made out of 0.8mm thick M.S. Drawer locker and handles will be formed out of steel sheet and fitted with 6 lever brass drawer lock with non-inter-changeable stainless steel key in duly duplicate duly numbered. the table to be provided with plastic shoes. All steel used should be chemically treated by using three in one solution for rust proof, coating or red oxide with oven baked paint finish.</p>	100 NOS


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