

<p>भारतीय प्रौद्योगिकी संस्थान पालक्काड Indian Institute of Technology Palakkad अहलिआ एकीकृत कैम्पस, कोज़िपारा Ahalia Integrated Campus, Kozhipara पालक्काड- 678557 Palakkad – 678 557</p>	<p>दूरभाषसंख्या Phone no: 04923 – 226300/586/590 वेबसाइट Website: iitpkd.ac.in ईमेल/ Email : purchase@iitpkd.ac.in</p>
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Ref No: IITPKD/ADMN/021/2017

DATE: 04.07.2017

TENDER FOR INVITING QUOTATIONS

Due Date of the tender: 19.07.2017 @ 3.30 PM

Dear Sirs,

On Behalf of Indian Institute of Technology Palakkad quotations are invited for “Supply of Brand New Air-conditioned Car (Latest Model)” confirming to the specification as detailed below.

SPECIFICATIONS

**Volkswagen Vento, Petrol, 1.6, Highline plus with Full option, White Colour
(OR)**

**Toyota Corolla Altis, Petrol, 1.8 VL with Full option, White Colour
(OR)**

Hyundai Elentra, Petrol, 2.0 with Full option, White Colour

- 1. Preparation of Bids:** - The tenders should be submitted **under two-bid system** (i.e.) Technical bid and Financial bid. The technical bid should consist of all technical details along with commercial terms and conditions. No prices should be included in technical bid. Financial Bid should indicate item – wise prices for the items mentioned in the technical bid. The technical bid and the Financial should be put in separate cover and sealed. Both sealed covers should be put into a bigger cover
- 2. Bids Procedure:** Technical bid should contain all technical data of the car, Specification and Catalogue duly signed by the vendor. Financial bid contain the brief description and the specification of the vehicle (Make, Model, and Colour etc.) and on road price (Insurance, Road tax, TCS, TP, Warranty etc. Discounts if any offered, Net Price Etc.)
- 3. The Quotations** duly sealed and superscribed (Technical Bid and Financial bid) on the envelope with the reference No. and due date, should be addressed to the undersigned so as to reach him on or before the due date stipulated above. Fax and Email quotation are not acceptable
- 4. The price** should be quoted per unit and packing and delivery charges should be indicated separately. The offer/bids should be exclusive of Taxes and Duties, which will be paid by the purchaser as applicable. However the percentage and of taxes and duties as on date should be clearly indicated.

5. The Quotations should be valid for **Sixty days** from the due date and the period of delivery required should also be clearly indicated.
6. **Local Firms:** Quotations should be for free delivery to this Institute. If Quotations for Ex-Godown delivery charges should be indicated separately.
7. Firms outside Palakkad: Quotations should be for **F.O.R. at IIT Palakkad**. If F.O.R. consignor station, freight charges by passenger train / lorry transport must be indicated. If Ex-Godown, packing, forwarding and freight charges must be indicated.
8. Goods should be supplied carriage paid and insured.
9. Goods shall not be supplied without an official supply order.
10. **Supplier should be registered under GST, PAN and TIN. A copy of the same should be submitted along with tender.**
11. **Payment:** Every attempt will be made to make payment within 30 days from the date of receipt of bill / acceptance of goods, whichever is later. Please indicate actual product cost + Taxes separately. No advance payment will be made.
12. Submission of Bids: Quotation should be sent to the following address "**The Registrar, Indian Institute of Technology Palakkad, Ahalia Integrated Campus, Kozhipara, Palakkad -678 557, Kerala**", Phone No: **04923 226 300/ 590/586** , Email : **purchase@iitpkd.ac.in**
13. **Delivery Period:** The quotation should indicate clearly when delivery will be made. In case there is any deviation in the delivery schedule, liquidated damages may be enforced or penalty for the delayed supply period will be levied.
14. Late offer: The quotation received after due date will not be considered.
15. **Warranty:** Warranty clause should be indicated clearly.
16. **Acceptance and Rejection:** I.I.T Palakkad has the right to accept the whole or any parts of the Tender or portion of the quantity offered or reject it in full without assigning any reason.

Yours faithfully,



Registrar, IIT Palakkad

Encl: Specifications