



CENTRAL ARID ZONE RESEARCH INSTITUTE

(INDIAN COUNCIL OF AGRICULTURAL RESEARCH)

Jodhpur (Rajasthan) 342 003

Tel. No. 0291-2787152 Fax No. 0291- 2788706

By Speed post/email



F. No. 2(4)2013-2014/Admn.IV

Dated : 11.07.2013

To,

M/s.

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Sub: Quotation for Purchase of Malasiya Cloth Bags.

Dear Sir(s),

You are requested to kindly quote your lowest rates keeping in view the following conditions in respect of the articles indicated overleaf/as per statement enclosed (Schedule to Tender).

1. No advance payment will be made. However, the payment is normally made within 15 days from the date of receipt of material in good condition as per order.
2. The quantity proposed in the quotation may be increased or decreased at the discretion of the authority while placing the order.
3. Quotations not found according to specification will be rejected/not considered.
4. The firm should supply the printed literature, operational manual etc., if applicable. The firm should also supply a copy of the authorised dealership certificate of the item, if applicable.
5. Quotations should remain valid for 6 months from the date of quotation.
6. The rate should be on F.O.R. CAZRI, Jodhpur basis for indigenous items.
7. No. form 'C' & 'D' for sales tax will be issued. Payment will be made at full rate, if applicable. However, the firm is required to produce the valid sales tax Registration No. The firm should also indicate PAN/TIN as per Income Tax Rules.
8. The Rates quoted should **be clearly indicated in figure as well as in words**. While quoting the rates, it may be clearly indicated whether the items are inclusive or exclusive of ST, CST, Excise Duty, Custom Duty, Octroi, etc. either in terms of percentage or in absolute term.
9. Delivery will have to be made normally within 15 days from the date of issue of our order or as mentioned in the supply order unless such extension is allowed by the Institute **failing which suitable penalty as indicated in the supply order will be imposed.**
10. The quotation may be sent to the office by courier/Reg. Post/Speed Post in sealed cover with **"Quotation for purchase of Malasiya Cloth Bags"** due date 05.08.2013 **upto 3.00 PM** failing which it will not be considered. The quotation should be dropped in the Tender Box placed in the Store Section (with A.A.O. IV). The quotations will be opened on the same day i.e. 05.08.2013 at 3.30 PM.
11. In case of any disputes, the decision of the Director, CAZRI, Jodhpur shall be binding on the part of the contractor/supplier.
12. Director, CAZRI, Jodhpur reserves the right to accept or reject any or all the quotation without assigning any reason.
13. No part supply will be allowed.
14. The items required is for the Headquarter CAZRI, Jodhpur and therefore, supply will have to be made accordingly.

Yours faithfully,

ASSTT. ADMINISTRATIVE OFFICER(S)
for Director

Schedule to Tender

S.No.	Particulars/Specification	Quantity	Place of Supply
1.	White Cloth Bags a) 60" x 30"	500 Nos.	CAZRI, Jodhpur
2.	Malasiya Cloth Bags a) 45" x 30" b) 30 x 40 Cm c) 30 x 50 Cm d) 10" x 7" e) 9" x 6" f) 5 kg Cap. g) 2 kg Cap. h) 1 kg Cap. i) 1 x 2 Feet	450 Nos. 300 Nos. 400 Nos. 1000 Nos. 2000 Nos. 300 Nos. 300 Nos. 250 Nos. 50 Nos.	-do-

ASSTT. ADMINISTRATIVE OFFICER(S)
For Director