


Office of DGM (Stores, Purchase & Contract)		The Durgapur Projects Limited
Technical Building		AN ISO -9001 : 2008 Certified Company
THE DURGAPUR PROJECTS LTD		(A Govt. of West Bengal Enterprise)
DURGAPUR-713201		Durgapur-713201
		CIN : U40102WB1961SGC025250
		GSTIN : 19AABCT0595M1ZU

ENQUIRY

Enquiry No-DP/CS/POWER/KD/177/19-20/PURDPPS/345

Date-26-09-2019

TO

HALONIX TECHNOLOGIES PRIVATE LIMITED.


67-B, BALLYGUNGE PARK TOWER, 9TH FLOOR, FLAT NO.27B, BALLYGUNGE CIRCULAR ROAD, BALLYGUNGE, KOLKATA 700019

Dear Sir,

Quotation in sealed cover superscribing name of bidder, Enquiry Number and Due Date is invited for supply of the materials. The last date of submission of quotation is on 25-10-2019 , upto 11 AM and the tender will be opened on the same after 12 Noon

Item No	Description and specification of stores	Quantity	Unit
1	20W LED TUBE LIGHT, 4 FT LENGTH, STRAIGHT LINEAR IN SHAPE, COLOUR: WHITE SUITABLE FOR T8 HOLDER.	250	P/NO

1. Quotation should be prepared on the Company Letter Head/Pad with full communication address, Telephone Nos, Email, Contact person
 2. The Quotation should be submitted to the office of the DGM (Stores, Purchase & Contract), Technical Building as per above instruction,
 3. Tenderer may be present at the time of opening of quotation to observe the opening only.
 4. Validity of offer must be 120 days from the date of opening the same .
 5. Price must be F.O.R – DPL Stores (P.P) basis. Note : Please see other terms & Conditions at overleaf also,
N.B: Following parameters must be confirmed in the quotation
 1. Whether quoted price is firm
 2. Delivery period
 3. Packing & Forwarding charges, if any.
 4. Whether GST in freight is inclusive, if not, specify the GST percentage separately on GTA service Basis
 5. Following Documents are to be submitted:- a) GST registration certificate .b) Professional Tax Clearance Certificate (if not submitted earlier) c) Appropriate Guarantee should be furnished in offer.
 6. Whether sample has been submitted, if any, for which item.
 7. Brand/Country of origin of goods is to be mentioned clearly in the offer.
 8. Whether Stores offered are in deviation from our specification, if deviated, then specify the same.
 9. Terms of payment: Our acceptable normal payment term is 100% against GRN
 10. Mode of delivery of consignment .
 11. Please mention the rate on landed cost basis i.e Basic Price +(P&F, GST+Freight & Insurance as applicable)
 12. Valid dealership certificate / Authorization letter should be submitted along with the offer, if applicable
- Special Instruction (if any) are as under:-


 Office of DGM (Store & Purchase)
 5th Floor Technical Building
 (Purchase Wing)
 The Durgapur Projects Ltd.

INSTRUCTION FOR SUBMITTING QUOTATION

01. If a tenderer fails to quote for any item against this Enquiry, the corresponding space in the Enquiry sheet should not be left blank. It should be filled up by noting either "Regret" or "Not quoting".
02. The Management reserves the right to accept or reject any quotation received later than 11-00 a.m. on last date mentioned in enquiry.
03. If the offers are required for the delivery at Durgapur site / F.O.R. Durgapur basis, the quotation should be inclusive of all transit risk.
04. The price quoted must be nett per Unit shown on the Enquiry sheet and should preferably be inclusive of packing and forwarding charges. The price must be stated for each item separately. The percentage of reduction in the total price of the entire demands should be quoted, if an order to that extent is desired.
05. The management is not bound to accept the lowest or any quotation or assign any reason for non-acceptance. It further reserves the right to accept any quotation wholly or in part at its option. The supplier shall have to arrange supply of the same at the rate quoted.
06. The supplier is at liberty to quote for the whole or any portion of the Enquiry.
07. The stores should be on the best quality and workmanship and should be in accordance with the particular and description stipulated in the order. The supplier who submits tender in accordance with the particulars specified in the Enquiry shall be deemed to have fully acquainted himself with the details thereof.
08. The time and delivery schedule stipulated in the Purchase Order should be considered as the essence of contract and the order should be executed within the dates specified therein. If the supplier fails to supply the materials within the period prescribed, management shall be entitled at their option either.
 - (a) To recover from the bill of the supplier as damages a sum of 2% & Maximum of 10% of the price of any stores which he has failed to deliver for each month or part of a month during which the delivery of such, store may be in arrears. subject to maximum 10% of the order value, or
 - (b) To purchase elsewhere without any further notice to the supplier on his account and at his risk within a fortnight from the date of a risk purchase latter and any expenditure incurred on this account will be debited to the supplier's bill, or
 - (c) To terminate the contract and forfeit the security, deposits.
09. On receipt of the Purchase Order, if it becomes apparent that the delivery schedule cannot be adhered to, an application shall be sent by the supplier within time for the grant of extension of time of delivery specifying the reasons for such failures to deliver the material in proper time. If reasons stated by the supplier for such failure are found to be justified and reasonable, the Durgapur Projects Ltd. may grant extension of time, subject to the approval of competent authority.
10. On receipt of material the goods will be subject to inspection or test, if necessary by the Sr. Manager / Asst. Manager (Stores) consignee and their decision regarding acceptance/rejection shall be final and binding on the parties. If any stores are rejected, the Management is at liberty to :
 - (a) Allow the supplier, to re-submit stores in replacement of those rejected within a time specified by the Sr. Manager (E) / Asstt. Manager (PPStores) and supplier will have to bear cost of freight or any other incidental charges of such replacement without being entitled to any extra payment or
 - (b) Buy the quantity of stores rejected from elsewhere at the risk and cost of the supplier or
 - (c) Cancel the order and recover from the supplier the cost that the Management has incurred.
11. The rejected stores must be removed by the supplier at his own cost within fourteen (14) days from the date or receipt of intimation of rejection failing which the supplier shall be liable to pay storage charges at the rate of 1% of the invoice value of stores for each day's delay. If the stores are not removed within a month from the date of receipt of intimation of rejection, the stores will be sold by the Management at the suppliers risk and responsibility and the proceeds will be adjusted towards storage charges and other incidental charges incurred by the Management. Balance if any, left after such adjustment will be refundable to the supplier.
12. Arrangement for transit insurance will be made by the Durgapur Projects Ltd. where necessary. For that the following documents need to be submitted by supplier. For issuance of Transit Insurance Coverage, you are to send i) copy of Invoice, ii) copy of Consignment note to ASO (Collection) within 2/3 days from the date of despatch of the consignment. if insurance be arranged by the suppliers without prior written approval from the Management the expense incurred on this account shall be borne by the Supplier.
13. All payment for delivery of stores will be made on submission of bill in triplicate. Payment for the stores will be made to the supplier only for the goods received and accepted. Payment will be made against GRN. For high valued (Rs 5 Lakhs and above) item of PBG equivalent to 10% of the Basic Order Value has to be submitted along with delivery of the item.