

OFFICE OF THE DIVISIONAL MANAGER, CTU & DIRECTOR
TRANSPORT, UNION TERRITORY, CHANDIGARH.
(Plot No. 701, Industrial Area, Phase I, Chandigarh)

QUOTATION NOTICE

Ref. No. SPA/CTU/2016/13411

Dated : 01.12.2016

Chandigarh Transport Undertaking, Chandigarh intends to purchase the Aluminium Sheets as per detail below:-

Sr. No.	Nomenclature/ Name of the item	Size/Part No.	Make of the Item	Quantity required
1	Aluminium Sheet	4 feet x 8 feet (20 Gauge)	Best Quality	35 Sheets

Note: The quantity of the material can be increased/decreased as per demand/actual consumption of the department.

For this purpose, the Quotations are invited from the Firms/Companies/Suppliers etc. for the supply of Aluminium Sheets. The Firms/Companies/Suppliers are required to quote their rates including all taxes/duties (Landed Rate) on the prescribed proforma enclosed with this notice.

The quotations in sealed cover super scribed in bold letters “**QUOTATION FOR THE SUPPLY OF ALUMINIUM SHEET**” should be sent in the office of Divisional Manager, CTU & Director Transport, UT, 701, Industrial Area, Phase I, Chandigarh by hand/Registered post so as to reach on or before Chandigarh on or before **09.12.2016 upto 2.00 PM.** The said quotations will be opened in the presence of the representatives of the firms/companies/ suppliers whosoever wish to be present on the **same day at 3.30 P.M.**

Quotations received late from the stipulated date and time shall not be considered and shall be rejected out rightly.

The undersigned reserves every right to (a) cancel / withdraw / amend the advertisement or extend the due date at his sole discretion or (b) accept or reject any quotation without assigning any reason.

Assistant Controller (F&A),
For Divisional Manager, CTU &
Director Transport, U.T.,
Chandigarh.

TERMS AND CONDITIONS FOR THE SUPPLY OF MATERIAL

1. The rates quoted should be F.O.R. destination i.e. Main Store of CTU Depot No.1, Workshop, Industrial Area, Phase I, Chandigarh or the place designated by this office, specifically mentioned and it must include packing and forwarding charges.
2. Every quotation shall be valid for six months from the date of issue of rate acceptance letter.
3. Standard material of same Make/Size as mentioned in the column of "Make/Size of the Item" will only be accepted as approved by the inspection committee constituted for the purpose.
4. Un-standard item will be returned at bidder's risk and cost of it may be kept in our depot workshop at bidder's risk and bidder will have to make replacement of these items within seven days, failing which, the recovery will be made from the payment of bills.
5. Incomplete/conditional quotations will not be entertained.
6. All the documents/GRs must be sent direct to this office. The payment will be made through bank draft/RTGS.
7. Payment will be made against physical delivery of material in the store and duly checked by the inspection committee.
8. Any conditional terms and conditions mentioned by the firm in their covering letter or in the tender documents will not be considered.

Assistant Controller (F&A),
For Divisional Manager, CTU &
Director Transport, U.T.,
Chandigarh.

UNDERTAKING BY THE BIDDER.

1. I, Shri _____ S/o Shri _____
working as _____ of the firm
namely M/s. _____ are
duly authorized to apply for this Quotation.

2. I, the undersigned, have read and understood the above detailed terms
and conditions (Clause 1 to 8) as well as Quotation Notice and
undertake to abide by them.

3. I under that the I/my firm/company has not been blacklisted by the
Department of Govt. of India or any State Govt. or any Union Territory
or any Public undertaking.

Signature of the Bidder

Name of the Bidder _____

Address _____

Tel No. _____

Email I.D. _____

PAN/TAN No. _____

OFFER / PRICE BID

I, the undersigned _____ S/o Shri _____ on behalf of M/s.- _____ of which I am a partner /proprietor/Director/Manager/Partner _____ (please tick mark) hereby submit my offer as under: -

1. I am duly authorized to submit this Offer/Price Bid.
2. I have read all the Terms and Conditions etc., in detail and on the basis of my full study of the above mentioned terms and conditions and the Quotation Notice, I undertake to supply the material exactly in accordance with the above said terms and conditions.
3. I undertake that I/my firm/company has not been blacklisted by the Department of Govt. of India or any State Govt. or any Union Territory or any Public undertaking.

Sr. No.	Nomenclature/ Name of the item	Size/ Part No.	Rate including all taxes/duties in figures (Rs.)	Rate including all taxes/duties in words (Rs.)
1	Aluminium Sheet	4 feet x 8 feet (20 Gauge)		

Signature of the Bidder

Name of the Bidder _____
(With Rubber Stamp)
Address _____

Tel No. _____

PAN/TAN NO. _____

NOTE:-

1. The bid should be unconditional. Conditional bids shall be out-rightly rejected.
2. There should not be any cutting or overwriting in the Offer/Price Bid form. Photo copy/typed form can also be used in case of damage or cuttings etc.,.
3. In case of difference in the bid amount expressed in figures and words, the amount expressed in words will be considered.