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**PROCUREMENT OF GOODS &
SERVICES
UNDER
NATIONAL SHOPPING PROCEDURES**

*(For Contracts valued less than the
equivalent of US \$30,000 each)*

**INVITATION FOR QUOTATIONS FOR SUPPLY OF
GOODS AND SERVICES UNDER NATIONAL SHOPPING PROCEDURES**

To

Dear Sir,

SUBJECT: INVITATION FOR QUOTATIONS FOR SUPPLY OF DIFFERENT INSTRUMENTS NAMEDLY INSULATION TESTER, DIGITAL MULTIMETER, NON CONTACT TACHOMETER IN THE OFFICE OF THE PROJECT DIRECTOR, WBADMIP.

1. You are invited to submit your most competitive quotation for the following Instruments:-

Brief Description of the Instruments	Specifications*	Quantity	Delivery Period	Place of Delivery
Insulation Tester as per specification.	Range of insulation tests: upto 2000MΩ, Insulation test voltage: 500V-1000V, Overload Protection: 500-1000V rms or DC, Open circuit test voltage: 4-8V, Safety Category: CAT IV, Weight within 600gm.	01 Nos.	<i>07 Days After issuing the Work Order</i>	Office of the State Project Management Unit, Kolkata, under WBADMI Project.
Digital Multi-meter as per specification.	AC & DC Current: 200-250A & 200-250A, AC & DC Voltage: 600-750V & 600-750V, Resistance Range: 0-3000Ω, Safety Category: CAT III 600V, Weight within 200gm, Warranty minimum 2 years.	01 Nos.		
Non-Contact Tachometer as per specification.	Measuring Distance: 500-600 mm, Operating RPM: 1-99999 RPM, Operating Temperature: 0°C-50°C, Battery Life: minimum 40 Hours, Weight within 250gm, Warranty minimum 1 year	01 Nos.		

* Where ISI certification marked goods are available in market, procurement should generally be limited to goods with those or equivalent marking only.

2. Government of India and Govt. of West Bengal received a loan from the International Bank for Reconstruction & Development (IBRD) in various currencies equivalent to US\$ 125 Million towards the cost of the WBADMI Project and now Govt. of West Bengal intends to continue the WBADMI Project and apply the fund of the Govt. to eligible payments under the contract for which this invitation for quotations is issued.

3. Bid Price

- a) The contract shall be for the full quantity as described above. Corrections, if any, shall be made by crossing out, initialing, dating and re writing.
- b) All taxes (like GST etc.) payable on the supplied materials shall be included in the total price.
- c) Sales tax in connection with the sale shall be shown separately.
- d) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- e) The Prices shall be quoted in Indian Rupees only.

4. Each bidder shall submit only one quotation.

The Bidder shall indicate on the Price Schedule the unit prices and total bid prices (in Indian Rupees) of the Instruments, it proposes to supply under the Contract. To this end, the Bidders are allowed to submit the bids for all items specified in the 'Schedule of Requirements' However, Bidders shall quote for the complete requirement of goods specified under each item on a single responsibility basis, failing which such bids will not be taken into account for evaluation and will not be considered for award.

4.1 Prices indicated on the Price Schedule shall be entered separately in the following manner:

- (i) The price of Instruments, quoted delivered to the consignee including GST.
- (ii) GST will be payable on the services if this Contract is awarded; and
- (iii) The price of other incidental services listed in Clause of Conditions of Contract.

4.2 Prices quoted by the Bidder shall be fixed during the Bidder's performance of the Contract and not subject to variation on any account. A quotation submitted with an adjustable price will be treated as non-responsive and rejected.

5. Quotation must be received in the office of WBADMI Project, SPMU, ICMARD Building, Ultadanga, Kolkata not later than the time and date given in the letter of invitation. If the specified date is declared a holiday, quotation shall be received up to the appointed time on the next working day.

6. Documents Establishing Bidder's Eligibility and Qualifications:

6.1 Copy of Valid 15 digit Goods & Services Taxpayer Identification Number (GSTIN) under GST ACT 2017

6.2 PAN number with self-attested copy of PAN

6.3 Trade License

6.4 Certificate of origin of the equipment offered (if any).

7. Validity of Quotation

Quotation shall remain valid for a period not less than 15 days after the deadline date specified for submission.

GST of instruments shall be taken into account in evaluation if any.

8. Opening of Quotation

Quotation will be opened in the presence of bidders or their representatives who chose to attend on the date and time and at the place specified in the letter or invitation.

Information relating to evaluation of quotations and recommendations for the award of contract shall not be disclose to bidders or any other persons not officially concerned with the process until the award to the successful bidder is announced.

9. Evaluation of Quotations

(a) The Employer will evaluate and compare the quotations determined to be substantially responsive i.e. which

- (a) Meet the qualification criteria specified in clause 6 above
- (b) are properly signed , and
- (c) conform to the terms and conditions, and specifications and drawing without material deviations

(b) Evaluation of the Quotation will be done on every items specified in the 'Schedule of Requirements'.

10.0 Award of contract

- 10.1 The Purchaser will award the contract to the bidders whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price in each items specified in the 'Schedule of Requirements'.
- 10.2 Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.
- 10.3 The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.
- 10.4 Payment shall be made immediately after delivery of the Instruments and receipt of Acceptance Report from the consignee.
- 10.5 Normal commercial warranty/ guarantee shall be applicable to the supplied Instruments.
- 10.6 You are requested to provide your offer letter by **14.30 hrs. Dated 26.10.2021.**
- 10.7 We are forwarded to receiving your quotations and thank you for your interest in this Project.

11 Performance Security :-

Security Deposit @ 5% of the total value of the bill shall be deducted at the time of payment or you can submit the Performance Security in the form of Bank guarantee in favour of Executive Engineer, SPMU, WBADMI Project, Kolkata.

12. Release of Security Deposit:

Security deposit shall be released after Three (3) months from the date of acceptance of the items as stated above subject to satisfactory performance of the system during the mentioned period.

sd/-

**Executive Engineer (A-M)
SPMU, WBADMI Project**

Address:

**Office of the Project Director, WBADMI Project
Block-14/2, CIT Scheme-VIII (M), ICMARD Building, 5th
Floor, Kolkata - 700067
Telephone: (033) 2356-7546 /48 /49 Fax: (033)
2356-7547 E-Mail: pdwbadmip@gmail.com**

*** FORMAT OF QUOTATION ***

Sl No.	Description of the Instruments	Specifications*	Qty.	Unit	Quoted Unit Rate in Rs.(including GST)	Total Amount	
						in Figures	in Words
1	Insulation Tester	Range of insulation tests: upto 2000MΩ, Insulation test voltage: 500V-1000V, Overload Protection: 500-1000V rms or DC, Open circuit test voltage: 4-8V, Safety Category: CAT IV, Weight within 600gm.	01	Nos.			
2	Digital Multi-meter as	AC & DC Current: 200-250A & 200-250A, AC & DC Voltage: 600-750V & 600-750V, Resistance Range: 0-3000Ω, Safety Category: CAT III 600V, Weight within 200gm, Warranty minimum 2 years.	01	Nos.			
3	Non-Contact Tachometer.	Measuring Distance: 500-600 mm, Operating RPM: 1-99999 RPM, Operating Temperature: 0°C-50°C, Battery Life: minimum 40 Hours, Weight within 250gm, Warranty minimum 1 year	01	Nos.			
GRAND TOTAL							

N.B. In case of any disparities between words and figures, **words** will be taken in to account.

Gross Total Cost: Rs.

We agree to supply the above goods and services in accordance with the technical specifications for a total contract price of Rs.(amount in figures) (Rs. amount in words) within the period specified in the Invitation for Quotations.

We also confirm that the normal commercial warrantee/guarantee of months shall apply to the offered Instrument(if any).

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

Signature of Supplier

* *Applicable while the bids are being invited for more than one item and would be evaluated for all the items together. Modify where evaluation would be made for each item separately.*