

NATIONAL INSTITUTE OF HYDROLOGY
(A Govt. of India Society under Ministry of Water Resources
River Development & Ganga Rejuvenation)
JALVIGYAN BHAWAN, ROORKEE

QUOTATION

No. 5(XXVII)/2017-Pur-2

Dated: 29.09.2017

To,

Dear Sir (s)

Sealed quotations are hereby invited from the registered Contractors of NIH for the item given below. You are requested to please submit your quotations in sealed cover so as to reach in the office of Sr. Admn. Officer, **National Institute of Hydrology, Roorkee** latest by **20.10.2017 at 03.30 pm** the quotations should be subject to our terms & condition as given below. Non-compliance of these conditions may render your quotations unacceptable. The quotations will be opened on **20.10.2017 at 04.00 pm** in the office of **Chairman, Standing "Works & Services Committee", National Institute of Hydrology, Roorkee**. Your representative may remain present at the time of opening of the quotations, if you so desire.

Sl. No.	Particulars	Quantity	Rate	Amount
1.	Repair of M.P. Hall executive chair including 4" (feather foam sleep well 40 density) foam, cloth not less than Rs. 300/- per meter best quality casement, Favicol, SR, Nail, crom polish, labour T&P etc. complete	50 Nos.		
	Total			
	GST			
	Grand Total			

(Sanjay Kumar)
Scientist E & Sr. Admn. Officer

CONDITIONS FOR SUBMITTING QUOTATIONS:-

1. The quotations should be submitted on your letter head pad for the items as per the specifications/requirements given in enquiry letter.
2. The quotations should be addressed to Sr. Admn. Officer, **National Institute of Hydrology, Jalvigyan Bhawan, Roorkee- 247667(U.A.) India**.
3. Quotations received after the due date & time may not be considered.
4. Our enquiry no. and due date should invariably be marked on the top of the envelope containing the quotations.
5. The price quoted should be FOR N.I.H., ROORKEE. GST and other levies, if any, should be indicated separately.
6. The quotations should be **valid for a period of three months** from the date of opening of the quotations.

7. The Institute reserves the right for rejecting any quotation wholly or partly without assigning the reasons whatsoever.
8. The rates may be quoted in both words and figures. ERASURE AND OVER WRITING (if any) should be duly initiated failing which the quotations are liable to be rejected.
9. The Quotation/tender document can also be downloaded from our Website www.nihroorkee.gov.in. However, the demand draft towards the EMD as prescribed above will have to be enclosed along with the quotation/ tender document while submitting the same..
10. The quotations for the items should be given in the same order as in the enquiry letter. However, if due to any reason it is not possible the serial number of the item as given in the enquiry letter should invariably be quoted so as to avoid any misunderstanding.
11. The quotation should be submitted with **EMD of Rs. 2000/= without EMD** quotation will not be accepted.
12. Quality of the work will be supervised by the Head, Maintenance Division NIH.
13. Mode of payment 100% after satisfactory completion of the work.
14. Work period: 60 days from the date of issue of work order.
15. No running payment will be made.
16. No payment for non-completion of work.
17. In case of delay in completion of work, a penalty @ 0.5% for each week and maximum 10% of the total cost will be charged.
18. Defect liability period of the supplied items for 1 month as per tender/quotation terms & conditions. 5% of the final bill amount will be retained up to the completion of liability period.
19. Date of commencement will be as per the letter of award.
20. In case of any dispute, the decision of the Director, NIH shall be final and binding on both parties.