



cmpdi
A Mini Ratna Company

सेन्ट्रल माईन प्लानिंग एण्ड डिजाइन इन्स्टीट्यूट लि.
कोल इंडिया लिमिटेड की अनुषंगी कम्पनी/भारत सरकार का एक लोक उपक्रम
क्षेत्रीय संस्थान-5, योजना विहार, सीपत रोड, बिलासपुर 495006 (छ.ग)
Central Mine Planning & Design Institute Limited
A Subsidiary of Coal India Ltd/ A Govt. of India Public sector Undertaking
CIN:U14292JH1975GO1001223
RI-V, Yojana Vihar, Seepat Road, Bilaspur (CG)- 495006
ई-मेल / e-mail: rdri5.cmpdi@coalindia.in
Tel: 07752-246482-492 Fax: 07752-246481

पत्रांक: - RV/PMS/NIT/Plotter Paper/55/18-19/398

दिनांक: 13.12.2018

QUOTATION NOTICE

विषय: Quotation for supply of Plotter Paper at RI V, CMPDI, Bilaspur

Dear Sir,

Please submit your lowest offer for the above item(s) along with the following terms & conditions. The General/ minimum specifications of items required are given at **Annexure "I"**.

- 1) Due date & time of submission of offer: **27.12.2018 up to 10.30 AM.**
- 2) Due date & time of opening of offer: **27.12.2018 at 11.00AM.**
- 3) Price: FOR destination at CMPDI, Store. The prices shall remain firm & valid with inclusive of all taxes till execution of supply order.
- 4) **Self-attested copy of GSTIN registration Number or documentary evidence in case of exemption and copy of PAN card to be submitted along with offer.**
- 5) Your offer should be valid for at least 120 days.
- 6) Payment: Shall be made within 21 days after receipt, acceptance of the materials at consignee end. Kindly enclose "E- Mandate Form" so that payment can be released online to your bank.
- 7) **All the pages of the offer along with all documents are to be signed by the bidder.**
- 8) Delivery: Within 30 days from date of issuance of supply order.
- 9) Warranty/Guarantee: The materials shall be of good quality and delivered in undamaged condition.
- 10) Consignee: Regional Director, CMPDI, RI-V, Seepat Road, Bilaspur-495006(CG).
- 11) Inspection: Final inspection shall be carried out at consignees end.
- 12) **Submission of Bill:** Pre-receipted tax invoice as per GST provisions in triplicate duly stamped to be submitted while supplying of materials. Our GST No 22AAACC7475N1ZE is required to be incorporated in your tax invoice. The GST registered supplier shall upload their invoice in their GSTR-I before claiming their bills from CMPDI.
- 13) Paying Authority: HOD (F), CMPDI, RI-V, Seepat Road, Bilaspur-495006(CG).
- 14) **Liquidated Damage:** - In case supply work is not completed within the stipulated period, an LD of 0.5% per week and part thereof subject to a ceiling of 10% will be deducted from the bill. Where felt necessary the limit of 10% can be increased to 15%. GST on LD to be borne by you.

15) Regional Director, RI-V reserve the right to reject or withdraw the tender in full or part thereof without assigning any reason.

16) Taxes and Duties

- i. **Goods and Service Tax (GST):** GST will be payable extra as per prevailing GST Rules. Bidders have to clearly indicate GST rates applicable (SGST, CGST, IGST) in Price Bid/BOQ.
- ii. If the tenderer is exempted from buying from paying the GST or Bidder has opted for GST under Composition scheme, the same must also be confirmed with valid documentary evidence.
- iii. **Input Tax Credit (ITC):** Set off against ITC of GST will be considered while arriving at Landed cost vis-a-vis ranking of the firms.
- iv. In the event of placement of supply order, supplier should comply all the GST provisions for availing ITC (by CMPDI).
- v. In case of failure of the supplier to comply GST provisions for availing ITC (by CMPDI), the supplier has to pay the amount to CMPDI and also CMPDI will have the right to recover the amount from any payment due to supplier.

17) All disputes are subject to Bilaspur Court Jurisdiction only

18) GENERAL TERMS AND CONDITIONS FOR SUBMISSION OF QUOTATIONS

- a. The complete offer should be typed/hand written on the letter head of the party. If firm's letter heads are not sufficient to accommodate technical and pricing details, preferably bigger papers should be used, such sheets along with other pages of the offer should be signed and stamped by company's authorized representative/official.
- b. All pages of single tender enquiry documents should be signed and must have company's seal. This is a must.
- c. Quotations erased and over written, will be summarily rejected unless corrections are authenticated with the tenderer's signature.
- d. CMPDI reserves the right to reject or accept or withdraw the tender in full or part as the case may be without assigning reason thereof. Tenderers are advised to carefully note that the deviation in these terms will not be entertained.
- e. You are required to submit offer for all the items as envisaged in the schedule of requirement and price bid as enclosed in Annexure –I.

HOD (PMS)
CMPDI, RI-V, Bilaspur

Schedule of Requirements**NIT No: RV/PMS/NIT/Plotter Paper/55/18-19/398****Dated: 13.12.2018****Description of Work: Quotation for supply of Plotter Paper at RI V, CMPDI, Bilaspur**

Sl. No.	Description	Quantity Required	Basic Price in Rs	GST @....%	Unit rate in Rs Inclusive of GST in Rs	Total Amount in Rs
1	PLOTTER PAPER Size – 36” x 50 Mtrs.	75 Rolls				
	Grand Total (Inclusive of all Taxes and Charges)					

Place:

Full Signature & Seal of the Authorized Person:

Date:-

For e-Payment

To
The Regional Director,
Regional Institute, CMPDI
Seepat Road, SECL Complex
Bilaspur(CG)

Ref: - Authorization of all our payment through electronic fund transfer system/RTGS/CBS/Intra Bank Transfer.

We, hereby authorize CMPDI Limited to make all our payments against our bills, Refund of Earnest Money Deposit and Security Deposit, through Electronic Fund Transfer System/RTGS/CBS/Intra Bank Transfer. The detail for facilitating the payments are given below.

(TO BE FILLED IN CAPITAL LETTERS)

1. Name of the Beneficiary:
2. Address:
.....
City PIN CODE e-mail ID
Telephone No. (with STD Code)

3. Bank Particulars:-

Bank Name :- Branch Name Bank Branch Code
Branch Address
..... PIN CODE
Telephone No. (With STD Code) FAX No. (With STD Code)

4. 9 Digit MICR Code of the Bank Branch (Enclosed copy of a cancelled cheque) :

5. 11 Digit IFSC Code of beneficiary Branch :

6. Bank Account Number :

7. Bank Account Type (Tick One) : SAVING /CURRENT/ LOAN/ CASH CREDIT/ OTHERS (If Other, Specify)

8. Permanent Account Number (PAN) :

9. CMPDI Vendor Code :

I/We hereby declare that the particulars given above are correct and complete. If the transaction is delayed or credit is not effected at all for reasons of incomplete or incorrect information, I/we would not hold the Company responsible. We also agree to bear the bank charges, if any for enabling such transfer.

SIGNATURE
(AUTHORISED SIGNATORY)

Name
Date
(Official Stamp)

BANK CERTIFICATION

It is certified that above mentioned beneficiary holds a Bank Account No. with our branch and the Bank Particulars mentioned above are correct.

SIGNATURE
(AUTHORISED SIGNATORY)

Name
Date
(Official Stamp)