

Invitation

of

quotation

**for Supply , Shifting and Installation of Electrical Panel Board including
all the Fittings**

At

**DPTC Building , Indian Red Cross Society , Odisha State Branch ,
Bhubaneswar**

Quotation No.: 1167/ RC/CEM/001/2021

Issue Date : 17th August, 2022

Last Date of Submission : 30th , August, 2022 at 05:00 PM.

Opening of Bid : 02nd , September , 2022 at 03.00PM

INDIAN RED CROSS SOCIETY , ODISHA STATE BRANCH

RED CROSS BHAVAN , UNIT – IX , BHUBANESWAR – 751022

PHONE No – (+91-067)2390712 , 0647 , E-mail: ircsosb@gmail.com ,

Website : ircsorissastatebranch.org

Invitation of quotation for Supply, Shifting and Installation of Electrical Panel Board including all the Fittings at DPTC Building , IRCS-OSB , Bhubaneswar

Sealed Quotations are hereby invited from the intending Registered Agencies/Firms/authorised distributors/dealers located at Bhubaneswar having valid PAN card and GSTIN for supply **Supply, Shifting and Installation of Electrical Panel Board including all the Fittings at DPTC Building , IRCS-OSB , Bhubaneswar** as per terms & conditions mentioned below. The filled quotations along with all the required document must reach in the office of the undersigned on or before 30.08.2022. 05.00 PM. The Envelope containing the quotation would please be sealed and super scribed as under:-

1. Terms & Conditions:

- A) The quotations received after this deadline & unsealed shall not be entertained under any circumstances whatsoever. In case of postal delay this Institute will not be responsible. The offer Submitted Fax/Email shall not be considered and no correspondence will be entertained in this matter.
- B) Quotations must be in the enclosed prescribed Performa on the letter head of the firm duly signed by the Proprietor/ Partner/ Director or their authorized representative, In case of signing of quotation by the authorized representative letter of authorization must be attached with the quotation. Quotation must be dropped in "Tender Box" located in Administration Block of IRCS-OSB, Bhubaneswar.
- C) Rates must be quoted in Indian rupees and as per the format specified taxes extra if any must be written separately.
- D) Rates must be quoted for basis (including Transportations, Freight charges, Insurance, installation etc.)
- E) No overwriting or cutting is permitted in the rate. If found, the quotation shall be summarily rejected.
- F) The rates quoted must be valid for 60 days minimum from the date of opening of the quotation and silence of any tendered on this issue shall be treated as agreed with this condition.
- G) **EMD @ 2%** of the total quoted amount of the work should be deposited along with the tender documents in shape of Demand Draft only from any scheduled bank pledged in favour of the Honorary Secretary, IRCS-OSB, Bhubaneswar.
- H) Becoming L1 will not be the criteria for awarding of purchase order unless the rates are reasonable & justified.
- I) RTGS/NEFT details need to be furnished by the supplier with the quotation on the letter head of supplier/firm/agency.
- J) The firm/agency may satisfy the following conditions and attach self-attested copy of the same with the quotation: - Firm shall be registered with the Government of Odisha / Central Government. – The firm shall have valid GST/Other taxes and IT PAN. - The firm should not be black listed by any Govt. Agency/Dept.
- K) Quotations qualified by such vague and indefinite expressions such as "subject to prior confirmation", "subject to immediate acceptance" etc. will be treated as vague offers and rejected accordingly. Any conditional quotation shall be rejected summarily.
- L) **Delivery Period/Completion Period** – within **30 days** from work order

- M) Liquidated Damage:** - If the supplier fails to deliver the material on or before the stipulated date, then a penalty at the rate of 0.5 % per week of the total order value shall be levied subject to maximum of 10% of the total order value.
- N) Security Deposit :** The security deposit deduction will be made at the rate of 10% from their gross bill amount.
- O) Payment Terms:** Payment will be only after satisfactorily delivery , Shifting and Installation / commissioning and of material and after inspection by the **Odisha FIRE Service Department** .
- P) Disputes:** -In the event of any dispute or disagreement arising between the contractors and any other department of IRCS-OSB , Bhubaneswar with regards to the interpretation of “Terms & Conditions” of this inquiry, the same shall be referred to the Honorary Secretary , IRCS-OSB, Bhubaneswar whose decision will be final and binding upon the contractor.
- Q) IRCS-OSB , Bhubaneswar reserves the right to increase or decrease quantity and / or amount of work. Decision of Quantity of material in the IRCS-OSB, Bhubaneswar will be final in this regard.**
- R) IRCS-OSB, Bhubaneswar reserves the right to reject any quotation or part or the whole of inviting quotation process without assigning any reason. Decision of the Honorary Secretary , IRCS-OSB , Bhubaneswar will be final in this regard.**

2. Special Terms & Conditions:

- A) Bidder must quote the product as per specification provided in Annexure 1.
- B) Catalog must be attached with quotation for technical evaluation.
- C) The Bidder must submit the GSTIN Registration and PAN Card self-attested copy with the quotation.
- D) D) The supplier may be asked to arranging demonstration of their equipment for which rates have been quoted, to the IRCS-OSB , Bhubaneswar, if required. The expenditure incurred for demonstrating the items will be borne by the supplier.

Encl.:

Annexure 1 (Specification)

Annexure 2 (Format of price bid)

ANNEXURE “3” (AFFIDAVIT)

Sd/-12.08.22

Honorary Secretary

IRCS-OSB , Bhubaneswar

Annexure 1

<u>SI No</u>	Particular	Description of Items & Make	Required Qty.
01	Supplying , Fitting & Fixing and shifting with Commissioning Electrical Panel Board at DPTC Building , IRCS- OSB , Bhubaneswar	<ul style="list-style-type: none">• Wires (Polycab /Finolex/ Havells / RR cable)• Modular Switches, Sockets and Cover plates (Legrand/CrabTree/Anchor)• PVC Pipe(AKG or Any ISI Approved make)• G.I box (Legrand/CrabTree/Anchor or Any ISI Approved make)• Panel (L&T/Legrand/CrabTree or Any ISI Approved make)• Electrical Earthing : (As per specification)• If any material required (ISI Brand)(Civil work)• (Site should be Visited by the Agency/Firm/bidder before quoting their price)	01 (Electric Control Panel)

Note:- The supplier may be asked to arranging demonstration of their equipment for which rates have been quoted, to the IRCS-OSB , Bhubaneswar, if required. The expenditure incurred for demonstrating the items will be borne by the supplier.

[On the letterhead of firm]

ANNEXURE "2"

PRICE BIDFORM

To,
The Honorary Secretary
IRCS-OSB, Bhubaneswar

Sir/Madam

1. I/We Submitted the quotation for Enquiry No. "Supply, Installation, Shifting , Testing and Commissioning for Providing Power Supply & Elect. Wiring to DPTC Building , IRCS-OSB, Bhubaneswar THE QUOTATION NO. 1167/ RC/CEM/001/2021" DUE ON 30.08.2022 05.00 PM for Supply, Installation, Shifting , Testing and Commissioning for Providing Power Supply & Elect. Wiring to DPTC Building , IRCS-OSB, Bhubaneswar".
2. I/We thoroughly examined, understood and accepted terms & conditions given in the enquiry document, failing which my quotation will be rejected out rightly.
3. I/We hereby offer to supply at the following rates

SI No.	Particular/ Machine Type	Qty	Price/Unit Exclusive of GST (INR)	GST/ Other Taxes	Price/ Unit Inclusive of GST (INR)	Total Cost Inclusive of GST (INR)	MRP
01	Supply, Installation, Shifting , Testing and Commissioning for Providing Power Supply & Elect. Wiring to DPTC Building , IRCS-OSB, Bhubaneswar	01 Unit					
02	Electrical Earthing , Cutting , Drilling , Plastering including painting.	01 unit					

Total in words (Rupees ----- only)

Note:-

1. The Bidder must quote only recommended Make & Model.
2. The Bidder must submit the GSTIN Registration and PAN Card self-attested copy with the quotation otherwise quotation will be REJECTED.
3. The bidder must quoted their quotation only in above said format on the letter of firm otherwise quotation will be REJECTED.
4. Catalog must be attached with quotation for technical evaluation.
5. The supplier may be asked to arranging demonstration of their equipment for which rates have been quoted, to the IRCS-OSB, Bhubaneswar, if required. The expenditure incurred for demonstrating the items will be borne by the supplier.

Date _____

(Name) _____

Place _____

Name of Firm/Company/Agency _____

GSTIN No.: _____

AFFIDAVIT

ANNEXURE "3"

(To be Submitted on Non Judicial Stamp Paper of Rs 10/- or above)

*I/we.....***Director/Proprietor/Partner of
(Mention name of firm/company and its complete address) do hereby solemnly affirm and declare asunder:

1. That *I/we *am/are registered as (mention name of *firm/ company) vide Registration No.....under the provisions of . (mention the name of the Act) since (date of registration).
2. That*I/ we have applied in response to the Invitation for Request for "Supply, Installation, Shifting , Testing and Commissioning for Providing Power Supply & Elect. Wiring to DPTC Building , IRCS-OSB, Bhubaneswar". That information, data details certificates submitted by me/us in our proposal are authentic and correct to best of my/our knowledge.
3. That (mention name of firm/company) is eligible to submit the aforesaid proposal as the applicant is not barred or blacklisted by the Central Government and/or any State Government / or any autonomous body/ or any other private body of India on the date of submitting this affidavit.
4. That (mention name of firm/company) or any of its constituents during the last seven years has neither failed to perform on any agreement nor was expelled from any project or agreement nor any agreement terminated for any breach by the applicants or any of its constituents.
5. That an annexure attached to this affidavit gives list of all contracts of (mention name of firm/company) or any of its constituents that are in arbitration with the Central Government and/or any State Government / or any autonomous body/ or any other private body of India.

DEPONENT

VERIFICATION

*I/wethe above-named deponent do hereby verify that the contents of the aforesaid paragraphs 1 to 5 are true and correct to the best of

*my/our knowledge and belief and nothing is concealed there from. Verified at..... (place) this..... Day of 2021.

(*Strike off whichever is not applicable)

Witness:

DEPONENT

Note: Deponent will be the authorized signatory of the Applicant