

E-5

**PROCUREMENT OF GOODS
UNDER
NATIONAL SHOPPING PROCEDURES**

*(For Contracts valued less than the
equivalent of US \$ 20,000 each)*

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

Enquiry No. : 18(2013-14)/ICZMP/WB/ENQ/4E-54/(72)

Dated: 30.11.2013

To

Dear Sirs,

Sub: INVITATION FOR QUOTATIONS for FLEX BANNER – DESIGNING & PRINTING FOR HOARDING
AT IESWM, DD-24, SECTOR-I, SALT LAKE CITY, KOLKATA-700 064

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

Brief Description of the Goods	Specifications*	Quantity	Delivery Period	Place of Delivery	Installation Requirement if any
<p>Material – Flex Banner – Designing & Printing for Hoarding Display at Digha</p> <p>Service: Delivery to Digha</p>	<p>Job – Artwork Development for flex (content and photograph provided by SPMU) 5 variety</p> <p>Printing of Flex</p> <p>Delivery to Digha</p> <p>Size – 10ft(W)X20ft(L)</p> <p>Material – Flex Print</p> <p>Colour – Four Colour</p>	5	15 days	DSDA office	

- *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 has received a credit from the International Development Association (IDA) in various currencies equivalent to US\$ 221.96 million towards the cost of the India Integrated Coastal Zone Management Project and intends to apply part of the proceeds of this credit 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 duties, taxes and other levies payable on the raw materials and components 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.**

5. **Validity of Quotation**

Quotation shall remain valid for a period not less than 30 days after the deadline date specified for submission.

6. **Evaluation of Quotations**

The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which

- (a) are properly signed; and
- (b) Confirm to the terms and conditions, and specifications.

Sales tax in connection with sale of goods shall not be taken into account in evaluation.

7. **Award of contract**

The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.

- 7.1 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.
- 7.2 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 supply order.
8. Payment shall be made immediately after delivery of the goods.
9. Normal commercial warranty/ guarantee shall be applicable to the supplied goods.
10. You are requested to provide your offer latest by 14-00 hours on 16.12.2013
The quotations received will be opened at 16-00 hours on 16.12.2013.
11. We look forward to receiving your quotations and thank you for your interest in this project.



(Purchaser)

Name : Barun Kr. Basak
Designation : Procurement Officer
Address : ICZM Project, West Bengal
Institute of Environmental Studies
and Wetland Management
DD-24, Sector-I, Salt Lake City,
Kolkata – 700064
Tel. No. 2334 0531/0239
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FORMAT OF QUOTATION *

Sl. No.	Description Goods	Specifications	Qty.	Unit	Quoted Unit Rate in Rs.	Total Amount	
						In Figures	In Words
	TOTAL						
	Sales Tax						

Gross Total Cost: Rs.....

We agree to supply the above goods 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 goods.

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.*

Criteria of Qualification :

1. *Designer Profile : Documentary evidence of at least 8 years' experience*
2. *Company Profile : Documentary evidence of at least 10 years' experience*
3. *Submit Experience/ Portfolio in Development agency/ Government Work/ Corporate Job*
4. *Mention exclusive time slot with designer during layout and network creation and 10 Proof and layout correction sessions (if required)*
5. *Delivery to SPMU office/ site (as specific)*