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ICAR-CENTRAL PLANTATION CROPS RESEARCH INSTITUTE  
REGIONAL STATION, VITTAL - 574 243, KARNATAKA, INDIA



F.No.303-121/2016-Stores.

Dated: 06-02-2017

Sub: Quotation for supply of furniture – reg.

Sir,

The following items are required by this Institute. If you are in a position to supply the same from your ready stock, please quote your lowest rate as per specifications shown below. The quotation should reach this office along with terms and conditions, if any, before **27-02-2017 at 2.00 PM** in a sealed cover superscribing as "**Quotation for supply of furniture due on 27-02-2017**".

Sl.No.	Particulars	Quantity	Rate(Rs)
01	Wooden King size cot (Good quality)	1 No.	
02	Sofa set (3 seater +1+1) Good quality	1 No	
03	Bedside table (Good quality)	10 Nos.	
04	High back executive chair	1no	
05	Mid back revolving chair	2nos	
06	StoreweI Glass door cupboard	1No	
07	Executive table (Good quality)	1 No.	
08	Plastic/Fiber chair with arm ( Good quality)	20 nos	

**Quotation should confirm to the following conditions:**

1. The rates quoted should be valid for a minimum period of 90 days from the due date of receipt of quotation.
2. Complete description, specification of the item(s) & brand name should be given.
3. Quotation should clearly indicate the point of supply such as Ex-Works/FOR dispatch Station/FOR destination.
4. Time required for effecting supply on receipt of supply order should be indicated.
5. The rate of ST/CST/SC/ED etc. if any charges extra, should be indicated.
6. Guarantee offered for the item(s) should be indicated from the date of receipt of items.
7. Should specify whether the item(s) quoted are under DGS&D rate contract. If so details of the rate contract should be furnished with quotation.
8. EARNEST MONEY @ 2% of total cost must be deposited in cash or demand draft drawn in favour of "ICAR Unit, CPCRI, RS,Vittal" payable at Syndicate Bank Vittal. No EMD for the items costing less than Rs.1.00 lakh .
9. The successful bidder receiving the contract order should furnish a performance security for an amount of 5% of the quoted rate (for the equipments costing Rs.1.00 lakh and above) Performance security may be furnished in the form of an Account Payee Demand Draft, Fixed Deposit Receipt or Bank Guarantee from a Commercial Bank in an acceptable form. The performance security valid for a period for 60 days beyond the date of completion of all the contractual obligations including warranty obligations should be furnished within 15 days of acceptance of order. EMD will be refunded to the successful bidder on receipt of Performance Security.
10. Payment will be made only after satisfactory receipt of the items. No advance payment/part payment is admissible as per rules. **14 digits Bank Account Number with bank details shall be given in the bill for arranging e-payment.**

11. Quotation received after the due date and time will not be entertained.
12. The item(s) ordered should be supplied in a lot. Part supply will not be accepted.
13. The right to accept or to reject the quotation without assigning any reasons rests with the Head of this Regional Station.

Yours faithfully,



Asst. Administrative Officer  
For Head

Copy to: (1) AFAO, CPCRI, RS, Vittal  
(2) CPCRI, Website ✓