



BAIF INSTITUTE FOR SUSTAINABLE LIVELIHOODS AND DEVELOPMENT
L4, Saraswati Enclave, Opp. City Station, Sarla, PO. Dhankauda, Sambalpur
Odisha – 768006
Tel.: +91 7894418530

INVITATION FOR QUOTATION

To

Date: 06 June 2020

Dear Sir / Madam,

Sub.: **INVITATION FOR QUOTATION FOR “GI wire mesh”**.

You are invited to submit your most competitive quotation for the following:

Brief description of the product	Specifications	Unit	Quantity	Delivery period	Place of delivery
GI wire mesh	1. 4" by 4" GI wire mesh welded 2. 14 gauge 3. 4 feet height bundle 4. Wire brand: Tata Wiron	Bundle of 80 feet approx	700 bundles	07 days	1. Sambalpur (210 bundles) 2. Jharsuguda (245 bundles) 3. Sundargarh (245 bundles)

Detailed Description of the Product: As mentioned above.

1. Quoted Price:

- a. The offer shall be for full quantity as described above. Corrections, if any, shall be made by crossing out, initialing, dating and re-writing.
- b. The party shall quote for goods / services in the format of quotation attached.
- c. All duties, taxes and other levies payable on the raw materials and components shall be included in the total price.
- d. The rates quoted by the party shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- e. Delivery and transportation at party’s cost.
- f. The prices shall be quoted in Indian Rupees only.
- g. Each party must submit only one **SEALED** quotation. Party shall not contact other parties in matters relating to this quotation.

2. Validity of Quotation

- a. The quotation shall remain valid for a period not less than 60 days after the deadline fixed for submission of quotations.

Handwritten signature



- b. The quotation must be submitted in hard form either by post or by hand in the address of communication mentioned in this invitation.
- c. The quotations must be submitted in format given at the end in sealed envelope only.

3. Evaluation of Quotations

- a. BAIF will evaluate and compare the quotations determined to be substantially responsive i.e., which are properly signed, and conform to the terms & conditions and specifications.
- b. The evaluation would be done for all the goods / services put together. The items for which no rates have been quoted would be treated as zero and the total amount would be computed accordingly.
- c. List of similar works undertaken with details of clients etc. if any should be provided where applicable.
- d. Contract will be awarded to the responsive party/ies based on technical cum commercial grounds.
- e. Parties with GST registration and annual turnover not less than 15 lakhs INR during last financial year (2019-20) are eligible to submit quotation. Parties not fulfilling the criteria shall stand disqualified. It is required to furnish auditor's report, P&L and balance sheet of last year (2019-20) along with quotation.

4. Award of contract

- a. The contract will be awarded to the party whose quotation has been determined to be substantially responsive and technical specifications and commercial terms suit best to requirement. BAIF, prior to the expiration of the quotation validity period, will notify the party/ies whose quotation is accepted for the award of contract. The terms of the accepted offer shall be incorporated in the Purchase Order or Work Order. Quotations shall include GST & PAN numbers. BAIF
 - b. Notwithstanding the above, BAIF reserves the right to accept or reject any quotation and to cancel the procurement process and reject all quotations at any time prior to the award of the contract.
 - c. Rate contract can be entered into for subsequent procurement. Order may be given partially & in multiple slabs.
5. Normal commercial guarantee / warranty shall be applicable to the supplied goods.
 6. Payment terms: After delivery within 10 days by cheque / electronic transfer on receipt of material and invoice.
 7. Queries pertaining to specifications and scope, if any, may be clarified by contacting the undersigned during office hours.
 8. You are requested to provide your offer **on or before 15th June 2020** in the name of **BAIF, Odisha** only at the mentioned address. Quotations must be submitted in given format and in sealed envelope. Super scribe subject on envelope as **"Offer for GI wire mesh"**.
 9. The management reserves the right to reject any offer or part of the offer without assigning any reason.
 10. We look forward to receiving your quotations and thank you for your interest in this project.

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