



# Sadanlal Sanwaldas Khanna Degree College, Allahabad

(A Constituent College of the University of Allahabad)

Accredited 'A' grade by NAAC

Ref. ....

Date: 23/8/18.

Dear Sir/s,

### Limited Tender Enquiry (LTE)

We intend to purchase following materials/items for Department of Botany. Kindly send your QUOTATION giving lowest rates per unit along with terms and conditions in Sealed Cover addressed to Principal, Sadan Lal Sanwal Das Khanna Mahila Mahavidyalaya, so as to reach this office on or before 02 September 2018. THE WORD "QUOTATION", OUR REFERENCE NUMBER AND DATE SHOULD BOLDLY BE MENTIONED ON THE COVER.

S. No.	Description of the Goods	Quantity Required	Rate per Unit	Total Cost
1.	Slide Warming table	04 Nos		
2.	Compound Microscope (Olympus ) H.S.A. (Model)	30 Nos.		
3.	Dissecting Microscope (Olympus)	30 Nos.		
4.	Eye piece (Imported) 10x (Olympus)	10 Nos.		
5.	Eye piece (Imported) 15x (Olympus)	10 Nos.		
6.	Reflector Mirror (Olympus)	15 Nos.		
7.	Cavity Slide (Blue Star ) PIC-1	30 Pkt		
8.	Blue Star Round Cover Slip 18mm. (10gm)	200 Pkt		
9.	Blue Star slides - PIC-1	100 Pkt		
10.	Watch glass Size 7.5 Cms.	40 dozn		
11.	Specimen tubes (small)	12dozn		
12.	Glass rod	01kg		
13.	Quadrat 50x50cm	10 Nos.		
14.	Psychrometer	05 Nos.		
15.	Stop watch (Imported Metal body 1/10th )	02Nos.		
16.	Wilmott'sBubler	05Nos.		
17.	Apparatus of Respiration ( Aerobic/Anaeroic)	02Nos.		
18.	Luxmeter (Photometer)	02Nos.		
19.	Apparatus for Paper Chromatography	05Nos.		
20.	Digital meter for pH, EC, BOD, COD, DO, TDS	01Nos.		
21.	Electronic weighing machine (Up to four decimal)	01Nos.		
22.	Cotton non absorbent	20pkt.		
23.	Hydrometer for soil and atmosphere	02Nos		
24.	Soil thermometer	20 Nos.		
25.	Twig Cutter Imported	03 Nos		
26.	Dehydration tube with cork	300Nos		
27.	Dropping Bottle T.K Type (30ml)	05dozn		
28.	Staining Rack (10 Holes in two Rows with 1.5" dia)	30Nos		
29.	Centrifuge tube	10dozn		
30.	Water bath (6 Hpoles)	05 nos.		
31.	Chromatography Paper	100Nos.		

- While submitting the quotation following should invariably be mentioned: a) Name of the manufacturer of the item quoted along with brand name, if any. b) Details of specification. c) Lowest rate F.O.R. destination. d)Discount, if any. e)Sales Tax /VAT at concessional rate as applicable to the Educational Institutions. f) Period of validity - (minimum six months). g)Firm delivery time from the date of receipt of confirmed order, condition of supply and terms of payment.
- If you are manufacturer of the items or if you have proprietary distribution/sales authorization, please mention it in the quotation.
- For items of equipment nature the Instruction Manual, Diagram of the circuit drawing must be supplied along with supply without which the delivery shall be incomplete.
- Please fill in and return the Suppliers Profile Form & Mandate Form.
- Terms & Conditions as applicable are attached.

N.B. 1. Under no circumstances unsealed quotation will be entertained in the office.  
2. Quotations received after the due date shall not be considered.

Mrs. Gurjan Sharma  
Bursar/Purchase Officer

Dr. Lalima Singh  
Principal

179-D. Attarsuiya, Allahabad - 211003  
E-mail : khanna\_girls\_dc@yahoo.co.in  
Website : www.sskhannagirlsdc.com

2659124  
(0532) 2451692  
2451791

## Terms & Conditions

1. Quotation received after due date and time shall be summarily ignored.
2. Unsolicited / conditional / unsigned tenders shall not be considered.
3. Complete specification with model and manufacturer name and address should be given while quoting. Literature / Pamphlets should also be enclosed wherever applicable.
4. Rates must clearly indicate all taxes and discounts offered, if any.
5. No price negotiation will be entertained in normal course of action.
6. In case the products are available on DGS&D rate contract, may quote DGS&D rate contract rates enclosing a copy of the rate Contract.
7. Delivery shall be given in 30 days of receipt of purchase order at the University Campus. The offered delivery period shall have to be strictly adhered to incase an order is placed.
8. IT, TT would be recovered as per rules. Kindly furnish your CST, UPTT and TIN Number in your quotation for our records.
9. Payment shall be made on delivery and satisfactory installation of the equipment.
10. After sale, the service will be provided free of cost up to warranty period. Charges after warranty period may be quoted.
11. Tender conditions, if any, or otherwise sent also with the tender shall not be binding on us.
12. The acceptance of the quotation will rest with the competent authority of Allahabad University, who does not bind himself to accept the lowest quotation and reserves the right to himself to reject, or partially accept any or all the quotation & received without assigning any reasons.
13. All the above instructions and our standard terms and conditions must be complied, failing which your offer may be liable for rejection.
14. All suits shall be in the courts of **Allahabad Jurisdiction** only.
15. Terms & conditions of purchase as per University rules shall be applicable.
16. Tender should be addressed to the Officer Incharge Purchase & Stores Department, University of Allahabad, Allahabad.
17. **Vendor must enclose a authorization certificate of the company with tender document.**
18. Successful bidder shall furnish an unconditional PBG / SD valid till 60 days after the warranty period from any nationalized / scheduled bank for 10% of the total amount.
19. Liquidated damages rate for delay in delivery is 0.5% per week & max. 5% of the total amount.

**Supplier Profile Form**

1. Firm's Name : \_\_\_\_\_
2. Owner's Name : \_\_\_\_\_
3. Full Postal Address: 1. \_\_\_\_\_  
\_\_\_\_\_ PIN \_\_\_\_\_  
2. \_\_\_\_\_  
\_\_\_\_\_ PIN \_\_\_\_\_
4. E-mail address : \_\_\_\_\_
5. Website address : \_\_\_\_\_
6. Contact Person's Name : \_\_\_\_\_
7. Contact No. : Phone No. : \_\_\_\_\_ Mobile No.: \_\_\_\_\_  
Fax No.: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_
8. Sale Tax Registration No. : UPTT No.: \_\_\_\_\_ CST No.: \_\_\_\_\_  
(Enclose Xerox copy) TIN \_\_\_\_\_
9. PAN : \_\_\_\_\_  
(Enclose Xerox copy)
10. Shop Act Registration No : \_\_\_\_\_  
(Enclose Xerox copy)
11. Excise Registration No. : \_\_\_\_\_  
(Enclose Xerox copy)
12. Current Bank Account No: \_\_\_\_\_ (Statement of last  
twelve months should be enclose)
13. Manufacturer or Supplier : \_\_\_\_\_  
(In case of supplier please enclose authorization of your Principal)
14. List of the organizations to whom the materials have been supplied
15. Item(s) name you want to supply : (Major category) \_\_\_\_\_  
**Item wise rate list, with available discount (if any), is attached.**

**Note: Supplier must print CST/UPTT/TIN No. on their Letter Head / Bill / Quotations.**

**Signature with Seal**

**Mandate Form**

**Electronic Clearing Service (Credit Clearing)/Real Time Gross Settlement (RTGS) Facility  
for Receiving Payments**

**Details of Account Holder:**

1.	Firm/Contractor/Agency	
2.	Name of Accounts Holder	
3.	Complete Contact Address	
4.	Telephone Number / Fax / E-mail	

**Bank Accounts Details:**

1.	Name of the Bank viz. SBI/PNB	
2.	Branch Name with Complete Address	
3.	Telephone Number and E-mail of Bank Branch	
4.	Whether the Branch is computerized?	
5.	Whether the Branch is RTGS enabled? If yes, then what is the Branch's IFSC Code?	
6.	Is the Branch also NEFT enabled	
7.	Type of Bank Account (SB/Current/Cash Credit)	
8.	MICR Code of Bank	
9.	Complete Bank Account Number	
10.	Repeat Bank Account Number	

Signature of Customer

Date:

I hereby  
Certified that \_\_\_\_\_

Bank Stamp

Signature of Branch Manager

1.

2.

<i>M/s</i>	<i>M/s</i>
<i>M/s</i>	<i>M/s</i>
<i>M/s</i>	<i>M/s</i>
<i>M/s</i>	<i>M/s</i>
<i>M/s</i>	<i>M/s</i>