



ENQUIRY LETTER

ENQ. NO.: HD/PUR/TS-HF/CSL/01/2016-17/

Date: 10.01.2017

Subject: Procurement of 'Rayon Grade Caustic Soda Lye' – Regarding.

| | | | | |
|--|-----------|-----------|-------------|----------------------------|
| Due date for receipt of the quotations | 30 | 01 | 2017 | TIME BY:15.30 hours |
|--|-----------|-----------|-------------|----------------------------|

Sir,

Sealed quotations conforming to the specifications are invited in **TWO BID SYSTEM** for the following item(s) from reputed manufacturers/authorized distributors/dealers. Quotation may please be submitted, keeping in view, the terms and conditions given below and overleaf, otherwise quotations will be rejected.

| S. No. | Description of the item | Quantity |
|--|--|-----------------------|
| 01 | Rayon Grade Caustic Soda Lye (48-50%) conforming to IS: 252-1991 | 16 Tons on 100% basis |
| NOTE: The material should be supplied on immediate basis. | | |

Terms & Conditions:

- Detailed information regarding previous experience of supply of similar item to any Government Organizations as well as Private organizations and list of the clients with contact details. Copies of the supply orders received may also be enclosed with the **technical bid**, should not be more than three years old (**format enclosed**).
- PRICE REASONABILITY CERTIFICATE:** A certificate indicating that the rates quoted are not more than as charged to other Govt. /PSU's for similar supplies made in recent past should accompany the **financial bid** in support of its price reasonability (format enclosed).
- CERTIFICATE:** In case of response to this bid from authorized distributor/dealer, a certificate to this effect should be invariably attached with **technical bid**.
- PAYMENT TERMS:** Our normal mode of payment is 100% within 30 days after receipt and acceptance of material in good condition. No advance payment will be paid.

Note:

- The envelope super-scribed with [a] Quotation No. [b] Due Date & [c] Description of the Item and be sent to the undersigned before the due date.
- The Technical bid (Envelope No. 1) & Financial bid (Envelope No. 2) should be in separate sealed covers. Combined quotations will be REJECTED.**
- The quotation should be submitted in the enclosed format only.**
- The Enquiry Letter No. & date should be clearly indicated in the quotation, otherwise quotation will be rejected.**
- Firms or their authorized representatives are requested to attend the opening of ~~Combined~~/**Technical** bids after closing time i.e. **on 30.01.2017 at 15:45 hours**. If there is any delay in opening of technical bids will be intimated to all bidders.
- These details are also available in our website: <http://www.cmet.gov.in>

Thanking you,

Yours faithfully,

(G.K.VENKATESAN)
Administrative Officer
venkatesan@cmet.gov.in

Encl.: As above.

TO

(in the company letter head)

BIDDER'S DETAILS

| | | |
|---|--|--|
| 1 | Name of the supplied/party/firm | |
| 2 | Name of the authorized representative | |
| 3 | Communication address | |
| 4 | Telephone Nos | |
| 5 | Mobile Nos | |
| 6 | Fax and e-mail address | |
| 7 | Web address | |
| 8 | Bank details for payment through NEFT/RTGS | |
| 9 | Name of Bank | |
| | Branch | |
| | Account No | |
| | IFSC No | |
| | MICR No | |
| | Cancelled cheque for verification of above details | |

(Signature & seal of the bidder)

(in the company letter head)

PRICE BID

Tender Reference No. :

Name of the Stores/
Goods/Equipment : Rayon Grade Caustic Soda Lye

| Sl. No. | Description | Qty | Unit price (₹) | Amount (₹) |
|----------------|--|------------|-----------------------|-------------------|
| | | | | |
| | Total | | | |
| | Central Excise Duty, if any | | | |
| | Sales Tax / VAT, if any | | | |
| | Other Taxes, if any | | | |
| | Packing & Forwarding charges, if any | | | |
| | Freight/transportation charges, if any | | | |
| | Insurance charges, if any | | | |
| | Erection & Commissioning charges, if any | | | |
| | GRAND TOTAL | | | |

1. Payment Terms:
2. Bid Validity:
3. Delivery Schedule:
4. Any other relevant information:

Delivery Schedule: Full quantity will be supplied/completed on immediate basis. The prices quoted are valid for a period of 90 Days from the date of opening of bids.

TIN No.:

Service Tax Registration No.:

Sales Tax Registration No.:

Excise Duty Registration No.:

(Signature & seal of the bidder)

(in the company letter head)

PRICE REASONABILITY CERTIFICATE

It is certified that the rates quoted _____ are not more than as charged to other Govt. /PSU's for similar supplies made in recent past. Copies of the supply orders received from other Govt/PSU's are enclosed alongwith the technical bid.

(Signature & seal of the bidder)

(in the company letter head)

PREVIOUS EXPERIENCE DETAILS

| Sl. No. | Name of the Organization | Contact person Name, telephone / mobile no., fax, e-mail | Date of Supply | Quantity | Remarks |
|---------|--------------------------|--|----------------|----------|---------|
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(Signature & seal of the bidder)