



KATWA COLLEGE

(Affiliated to the University of Burdwan)

P.O.: Katwa, Dist.: Purba Bardhaman, West Bengal, 713130, India

Ref: 40/Oxygen/KC/PC/21

Dated 15/12/21

Invitation of Quotation for B Type Medical Oxygen Cylinder

Sealed Quotations are hereby invited by the undersigned for B Type Oxygen Cylinder for the Katwa College as per terms & conditions mentioned below. The filled quotations along with the entire required document must reach in the office of the undersigned on or before 24.12.2021 at 3.00PM. The Envelope containing the quotation would please be sealed and super scribed as **“Quotation for B Type Medical Oxygen Cylinder against Ref. No. 40/Oxygen/KC/PC/21 dated 14.12.2021”**

1. **Terms & Conditions:**

- A) The quotations received after this deadline & unsealed shall not be entertained under any circumstances whatsoever. In case of postal delay this Institute will not be responsible. **The offer Submitted Fax/Email shall not be considered and no correspondence will be entertained in this matter.**
- B) Quotations must be in the enclosed prescribed Performa on the letter head of the firm duly signed by the Proprietor/ Partner/ Director or their authorized representative, In case of signing of quotation by the authorized representative letter of authorization must be attached with the quotation. Quotation must be dropped in **“Quotation Box”** located in Administration Office, Katwa College.
- C) Rates must be quoted in **Indian rupees** and as per the format specified taxes extra if any must be written separately.
- D) Rates must be quoted FOR basis (including Freight charges, Insurance, installation etc.)
- E) No overwriting or cutting is permitted in the rate. If found, the quotation shall be summarily rejected.
- F) The rates quoted must be valid for 60 days minimum from the date of opening of the quotation and silence of any tendered on this issue shall be treated as agreed with this condition.
- G) RTGS/NEFT details need to be furnished by the supplier with the quotation on the letter head of supplier/firm/agency.
- H) The firm/agency may satisfy the following conditions and attach self-attested copy of the same with the quotation:
 - Firm shall be registered with the Government of West Bengal / Central Government.
 - The firm shall have valid GST/Other taxes and IT PAN.
 - **The firm should not be black listed by any Govt. Agency/Dept.**

- I) Quotations qualified by such vague and indefinite expressions such as “subject to prior confirmation”, “subject to immediate acceptance” etc. will be treated as vague offers and rejected accordingly. Any conditional quotation shall be rejected summarily.
- J) **Delivery Period** – within 30 days from Purchase order.
- K) **Liquidated Damage:** - If the supplier fails to deliver the material on or before the stipulated date, then a penalty at the rate of 0.5 % per week of the total order value shall be levied subject to maximum of 10% of the total order value.
- L) **Payment Terms:** Payment will be only after satisfactorily delivery / commissioning of material.
- M) Katwa College reserves the right to increase or decrease quantity and / or amount of work. Decision of Quantity of material in the Purchase Committee, Katwa College will be final in this regard.
- N) Katwa Colleger reserves the right to reject any quotation or part or the whole of inviting quotation process without assigning any reason. Decision of the Katwa College will be final in this regard.

2. Special Terms & Conditions:

- A) **Bidder must quote the product as per specification provided in Annexure 1.**
- B) **Catalogue must be attached with quotation for technical evaluation.**
- C) **The Bidder must submit the GSTIN Registration and PAN Card self-attested copy with the quotation.**
- D) **The supplier may be asked to arranging demonstration of their equipment for which rates have been quoted, to the Katwa College, if required. The expenditure incurred for demonstrating the items will be borne by the supplier.**

Annexure 1

Sl. No.	Item Description	Capacity	Quantity
1	B Type Medical Oxygen Cylinder	10 Ltr	4Unit

Note:- The supplier may be asked to arranging demonstration of their equipment for which rates have been quoted, to the Katwa College, if required. The expenditure incurred for demonstrating the items will be borne by the supplier.

Principal
Katwa College