



**GOVERNMENT OF ASSAM
PROJECT MANAGEMENT UNIT
ASSAM PROJECT ON FOREST AND BIODIVERSITY CONSERVATION SOCIETY
ASSAM FOREST SCHOOL CAMPUS
JALUKBARI, GUWAHATI-781014**

**INVITATION FOR QUOTATIONS UNDER NATIONAL SHOPPING PROCEDURES FOR
PROCUREMENT OF ELECTRIC CART (BATTERY OPERATED).**

-: DETAILED TERMS & CONDITIONS:-

INTRODUCTION:

1. Government of Assam through Government of India has obtained loan from the French Development Agency(AfD) to finance the Assam Project on Forest and Biodiversity Conservation (APFBC). The APFBC will be implemented through the Assam Project on Forest and Biodiversity Conservation Society (APFBC Society).The APFBC Society now intends to use a part of the funds to cover eligible payments for procurement of goods for the PMU office through contract for which this Notice for Invitation of Quotations (NIQ) is being issued..
2. The procurer is the "Project Director, Project management Unit, APFBC Society" hereinafter called "the purchaser".
3. The Technical Specifications, Terms & Conditions, and other details mentioned in this document shall hereinafter be referred as the "bidding documents".
4. The firm or the manufacturer or the dealer who is a prospective participant to this NIQ shall hereinafter be referred as the "bidder".
5. Unless otherwise stipulated the word "quotation" and "bid" shall have the same meaning.
6. Unless otherwise stipulated the word "quotationer" and "bidder" shall have the same meaning.

To,

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Dear Sir,

Sub: INVITATION FOR QUOTATIONS FOR SUPPLY OF Battery Operated Electric Cart.

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

SI No.	Description of vehicle	Specifications	Qty.	Place of Delivery Divisional Forest office at	Installation Requirement if any	Delivery Period
1	Electric cart	Battery Operated (8 seater)with leaf spring hydraulic shock absorber, four wheel hydraulic braking system, self compensating "Rack & Pinion" system steering with maximum loading weight 600 Kgs.	1	Assam State Zoo, Guwahati	Yes	30 days from the date of award of contract

1. Bid Price

- a) The contract shall be for full quantity as described above, Corrections, if any shall be made by crossing out, initialing, dating and re writing.
 - b) All duties, taxes, delivery charge and other levies payable on the raw materials and components shall be included in the total price.
 - c) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
 - d) The Prices shall be quoted in Indian Rupees only.
2. Each bidder shall submit only one quotation with Dealer/ Trade license /Firm registration Certificate, etc.
- a) The Quotationer may submit only one company / brand for each quotation.
 - b) The specified quantity of items may vary at the time of order.
 - c) The bidder may enclose catalogue of offered items of goods

3. Validity of Quotation

Quotation shall remain valid for a period not less than 60 days after the deadline date specified for submission.

4. Evaluation of Quotations

The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which

- a. are properly signed; and
- b. Conform to the terms and conditions, and specifications.

The Quotations would be evaluated for all the items together.

Sales tax in connection with sale of goods shall not be taken into account in evaluation.

5. Award of Contract

The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive, and cost effective.

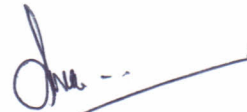
Notwithstanding the above, the purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.

The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.

6. Performance Security

Within 10 days of receiving letter of acceptance, the successful bidder shall submit the applicable performance security (either in the form of bank guarantee/FDR or a bank draft in favour of the Project Director, PMU APFBC Society for an amount equivalent of 2 % of the contract price. The bidder will evacuate performance guarantee in the prescribed format placed at Annexure-1

7. Payment shall be made immediately after delivery of the goods.
8. Normal commercial warranty/guarantee shall be applicable to the supplied goods.
9. You are requested to provide your offer latest by **2 PM on 11th.February/2016.**



Project Director, PMU, APFBC society,
Jalukbari, Guwahati-14

FORMAT OF QUOTATION*

Sl. No	Description Goods	Specifications with company / brand	Qty.	Unit	Quoted Unit Rate in Rs.	Total Amount	
						In Figures	In Words

Gross Total Cost:

Rs.

We agree to supply the above goods in accordance with the technical specifications for a total contract price of Rs. (amount in figures)

(Rs. amount in words) within the period specified in the Invitation for Quotations.

We also conform that the normal commercial warrantee/guarantee ofYear/ months shall apply to the offered goods.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

Signature of Supplier

PERFORMANCE GUARANTEE

To:

The Project Director,
PMU, APFBC society,
Jalukbari, Guwahati-14

WHEREAS _____ [name and address of Contractor] (hereinafter called "the Contractor") has undertaken, in pursuance of Contract No. _____ dated _____ to execute _____ [name of Contract and brief description of Works] (hereinafter called "the Contract");

AND WHEREAS it has been stipulated by you in the said Contract that the Contractor shall furnish you with a Bank Guarantee by a recognized bank for the sum specified therein as security for compliance with his obligations in accordance with the Contract;

AND WHEREAS we have agreed to give the Contractor such a Bank Guarantee;

NOW THEREFORE we hereby affirm that we are the Guarantor and responsible to you, on behalf of the Contractor, up to a total of _____ [amount of guarantee] ¹ _____ [in words], such sum being payable in the types and proportions of currencies in which the Contract Price is payable, and we undertake to pay you, upon your first written demand and without cavil or argument, any sum or sums within the limits of _____ [amount of guarantee]¹ as aforesaid without your needing to prove or to show grounds or reasons for your demand for the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the Contractor before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the Contract or of the Works to be performed there under or of any of the Contract documents which may be made between you and the Contractor shall in any way release us from any liability under this guarantee, and we hereby waive notice of any such change, addition or modification.

This guarantee shall be valid until 28 days from the date of expiry of the Defects Liability Period.

Signature and seal of the guarantor _____

Name of Bank _____

Address _____

Date _____