

Ref: No.16011/11/16-Pur

Date: 04.06.2016

To
The Interested firms

Sub: **Procurement of Eureka Forbes make Aquaguard Storage Cooler cum Purifier, at SRFTI.**

Dear Sirs,

Satyajit Ray Film & Television Institute (SRFTI) invites tender for the procurement of 02 Nos. of Eureka Forbes make Aqua guard Storage Cooler cum Purifier against buy back of 02 nos. of Voltas make old water cooler. The tender should be submitted in the enclosed form, furnishing the details of information as sought for therein.

SRFTI reserves the right to accept or reject any or all the tenders without assigning any reason. The tender should reach the office **latest by 14.06.2016 within 5PM** in a sealed envelope addressed to the Purchase Officer, Purchase Section, Satyajit Ray Film & Television Institute, E.M. Bypass Road, Kolkata-700 094.

Thanking you,

Yours faithfully,

(Pranesh Mondal)
Purchase Officer

Enclo: above

**SATYAJIT RAY****FILM & TELEVISION INSTITUTE, KOLKATA****(An Academic Institution under Min. of Inf. & Broadcasting, Govt. of India)**

Ref: No. 16011/11/16 – PUR

Date: 04.06.2016

TENDER FOR THE SUPPLY OF AQUAGUARD STORAGE COOLER CUM PURIFIER**LAST DATE FOR SUBMISSION: 14.06.2016 (within 5 P.M.)****To be submitted to: Purchase Officer, SRFTI, Kolkata**

1.	Name of the Firm/Agency:		
2.	Address of the Firm/Agency:		
		Tel:	Fax:
		E-mail:	

	ITEM / SPECIFICATION	TO BE FILLED BY THE FIRM / AGENCY		
		QUANTITY REQD.	UNIT RATE In (Rs)	TOTAL RATE (In Rs.) (Inclusive of all taxes & charges)
01.	AQUAGUARD STORAGE COOLER CUM PURIFIER MAKE – EUREKA FORBES LTD MODEL – AG PURE CHILL 80 SS	02 NOS.		
02.	LESS: BUY BACK VOLTAS MAKE OLD WATER COOLER (Model – 40/80 PSS – PU)	02 NOS.		
	Total effective cost for SI No. 01 after considering the buy back offer of given item as indicated in SI. No 02 (inclusive of all taxes & other charges)			
	Total Effective Cost. Rs. *****			

Contd ..P/2

TERMS & CONDITIONS:	
1.	Tenders must be submitted by bearer or sent by post so as to reach the office latest by 14.06.2016 within 5 P.M. in a sealed envelope addressed to The Purchase Officer, Satyajit Ray Film & Television Institute, E. M. By Pass Road, P.O. Panchasayar, Kolkata – 700 094 duly accompanied by following. a) Forwarding letter on the Official letterhead of the firm/agency. b) Supporting technical literature/brochure on the brand items for which rates are quoted. c) Supporting documents of previous supply of similar items in India
2.	Tender will have to be submitted only on the numbered "Tender Paper" issued by SRFTI. Each page of the "Tender Paper" should be signed by the authorized signatory of the firm.
3.	.Documentary evidence is to be provided indicating that the tenderer is authorized distributor/ authorized Reseller/ auth sales & service agent of the Original manufacturer i.e M/s.Eureka Forbes Ltd
4.	Tender should indicate the 'total rate per each item' on FREE DELIVERY AT SITE basis and shall be INCLUSIVE OF ALL APPLICABLE TAXES, OCTROI AS WELL AS INSTALLATION COST.
5.	The free on-site warranty period shall be for 01 year from the date of taking over the entire installation by SRFTI, after successful commissioning of the entire system by the successful tenderer. Free warranty shall include free replacement of all spare / component / PCBs.
6.	Security Deposit (SD) @ 5% of the total quoted value (including all taxes & charges) in the Banker's cheque / Draft from any scheduled Bank, drawn in favour of 'Satyajit Ray Film & Television Institute', payable at Kolkata, within 07 days from the date of issue of intimation in this respect..
7.	Delivery & installation must be completed in full within 21 (twenty one) days of the placement of the formal order.
8.	SRFTI Administration reserves the right to accept or reject any offer and modify the total requirement at any stage before the placement of Work Order, without assigning any reason.
9.	Any dispute arising out of order shall be subject to the exclusive jurisdiction of Court in Kolkata City only.
10.	Sealed envelope containing quotations should super scribe the words: " TENDER FOR THE SUPPLY& INSTALLATION, OF EUREKA FORBES MAKE AQUAGUARD STORAGE "
11.	Tender rate should remain valid for at least 03 months from the last date fixed for submission of the tender. Institute reserves the right to reject part and incomplete Tender.
12.	After expiry of one year from the date of taking over the entire installation and on completion of all obligations by the supplier, the Security Deposit without interest will be refunded to the supplier subject to the following conditions:- a) After deducting the amount from the Security Deposit, which may fall due towards any claim for loss or for whatsoever reasons felt necessary by SRFTI; b) The supplier shall have to apply for the refund of Security Money along with original Money Receipt issued against Security Deposit; c) Before releasing the Security Money, the supplier, shall also have to submit a certificate to the effect that they have no claim(s) against SRFTI under this tender. If any Bill(s) for the job done under this tender is / are left pending at the time of releasing the Security Money, the supplier may furnish the certificate in the following format: "I/We hereby certify that there are no claims against SRFTI under Order No for the job Except to the extent of the claims preferred by me/us as per under-noted bills already submitted to you."
13.	Evaluation Criteria: The quotation will be evaluated on the basis of total effective cost of the items against Sl. No. 01 after considering the buy back offer of items mentioned against Sl. No. 02 of page No. 1 of the quotation form (inclusive of all taxes and charges).
14.	The interested firm / bidder may be inspect the above water cooler between 11.A.M to 3.00 P.M from 06.06.2016 to 13.06.2016

TERMS OF PAYMENT:

1] Full Payment within 30 days after completion of supply, Installation, testing & commissioning, subject to furnishing certificate to this effect by the Maintenance Engineer will be made within one month from the date of submission of bill complete in all respect.

SPECIAL CONDITIONS/REMARKS BY THE FIRM/AGENCY, IF ANY: (Separate sheet may be attached if required)

Certified that we are quoting the above rates after having gone through the specifications of each item individually in addition to 'Terms & Conditions' & 'Terms of Payment' mentioned above, which are agreed by us.

Date:

Signature of the authorized signatory with seal