

Ref. No.IIITDMJ/DR/2010-2011/1106

Date: 10.08.2010

To,

**Sub: Invitation of Tender/Quotation under limited tender enquiry (LTI) process  
for Supply of Tools/Accessories as per Annexure-I.**

Dear Sir,

Sealed Tenders (under limited tender process) are invited by the Director, PDPM Indian Institute of Information Technology, Design & Manufacturing Jabalpur for Supply of **Tools/ Accessories as per the list of items and MAKE given in Annexure-I** enclosed.

The tender No., closing and opening date are as stated below:

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| <b>Tender No.:. No.IIITDMJ/DR/2010-2011/ 1106</b>                |
| <b>Closing Date &amp; Time : 20.08.2010 1.00 PM</b>              |
| <b>Date &amp; Time of opening of Tender : 20.08.2010 4.00 PM</b> |

**General Terms and Conditions:**

1. Sealed pack quotations are invited from the suppliers for the supply of tools/accessories as per the Annexure-I
2. Show all charges clearly. **Item-wise rate should be quoted, indicating MAKE, of the items.** Taxes/levies, if applicable, should clearly be mentioned.
3. The rates should be F. O. R. PDPM-IIITDM Jabalpur, Mehgawan, Dumna Airport Road, Post: Khamaria, Jabalpur.
4. **Payment will be 90% against delivery and 10% against satisfactory installation/ inspection report.**
5. Institute reserves the right to change the quantity as per its requirement at any stage. Further the Institute reserves the right to place order either of all the items or only some of the above items. The supplier shall have no right to claim any compensation in such case.
6. The supplier is to submit earnest money deposit of Rs. 5000/- (Five Thousand only) with their sealed quotation. Quotation without earnest money deposit shall be summarily rejected.
7. The earnest money deposit should be a FDR or demand draft in favour of Director, PDPM-IIITDM.
8. **Validity of quotation should be minimum 30 days from the date of opening of quotation.**
9. Delivery should be within 7 days from the date of receipt of firm order.

10. In case of delay in supply, penalty at the rate of 0.5% per day of the ordered value shall be charged (maximum penalty up to 7.5 % of the order value can be deducted). If the delay is more than two weeks the order shall stand cancelled and the earnest money deposit shall be forfeited.
  
11. Sealed quotation, mentioning “**Tender No.IIITDMJ/DR/2010-2011/1106**  
At the top of the envelope, should reach on or before 1.00 PM on 20.08.2010, to the Deputy Registrar, PDPM-IIITDM Jabalpur, Dumna Airport Road, Post: Khamaria, Jabalpur (M.P.) Pin-482005.
12. Quotations will be opened at 4.00 PM same day (20.08.2010)
13. The Institute reserves the right to reject any or all bids without specifying any reasons thereof.
14. All disputes should be within the jurisdiction of Jabalpur.

You are requested to submit the sealed cover with best offer for the items by post or in person so as to reach the same on or before the date/time mentioned above (Sl.No.11)

(R.P.Dwivedi)  
Deputy Registrar (I/c.P&S)