

भारत सरकार
GOVERNMENT OF INDIA

Registered

दूरभाष /Tel No: 01792-272995, 273207

फैक्स /Fax No : 01792-272016, 272049.

संख्या/No.:Q-107/Hiring Crane/16-17/St.

केन्द्रीय अनुसंधान संस्थान, कसौली (हि0प्र0)
CENTRAL RESEARCH INSTITUTE,
KASALI (HP), INDIA

दिनांक / Dated the:

प्रेषक / From :

निदेशक /THE DIRECTOR,
केन्द्रीय अनुसंधान संस्थान, कसौली (हि0प्र0)-173204
CENTRAL RESEARCH INSTITUTE,
KASALI (HP) - 173 204. INDIA

To

Ms/ Md. Aasif,
House No.13,352,
Ansarian Street, Saharanpur-247001(UP)

Subject : **Rate Enquiry for shifting of idle Machinery & Equipment - regarding**

Sir,

This institute is interested in the shifting of idle Machinery & Equipment of the institute from New Animal House (main Campus) to Research & Training Wing (R&T Wing) of the Institute. Machinery & Equipment are large in size, hence needs to be lifted with the help of Crane and transported in open truck to R&T Wing (near Ettawa ground). Approximate distance between these two sites is 2 kilometer.

Hence, rates are invited from the interested bidders for providing of the services of Crane, Truck with labour for above stated job. It is, therefore, requested to submit your suitable rates accordingly **in the given below format:**

1	Rates for providing of services of Crane with truck & labour for shifting of machinery & equipment from New Animal House to R&T Wing	: Rs.....
2	Service Tax @%	: Rs.....
3.	Other Charges/taxes	: Rs.....
TOTAL		: Rs.....

Terms & Conditions for above job:

1. The Institute will not bear any liability of Driver, fuel, barrier taxes or local taxes etc. Hence, quoted rates should be inclusive of all overhead charges.
2. Quotation should be duly signed by the owner or its authorized signatory.
3. Normally, services are required from 9:30Am to 4:40PM during working hours.
4. The lowest quotee firm can be asked for security deposit.

Interested parties/firms can visit the institute for ascertaining the nature of work before quoting.

Your quotation should be properly packed & sealed and **should reach at this institute by 20.9.2016 before 2:00PM positively.** Quotations will be opened on the same day at 2.30PM.

Note: On the left hand side of the envelope containing quotation the following should be clearly mentioned :- Rate Enquiry No: Q-107/Hiring Crane/16-17/St dated (Quotation to be opened on 20.9.2016 at 2:30PM).

Yours faithfully,

Stores Officer,
for Director

LIST OF ADDRESSES

Rate Enquiry No.Q-107/Hiring Crane/16-17/St.

Due to be opened on : 20.9.2016

1	M/s Abhishek Crane Service, Ward No.1, Pakka Bharo, Krishna Nagar, Nadaul Road, Hamirpur-177001 (HP)
2	M/s Malkit Grane Service, SCF-302, New Motor Market, Mani Majra-160101
3	M/s Guru Nanak Crane Service, Industrial Area, Phase-II, Chandigarh-160002
4	M/s Lucky Crane Service, 2, Transport Area, Sector-26C, Chandigarh-160026.
5	M/s Maharaja Crane Service, Shop No.10, Transport Area, Sector-26, Chandigarh-160019
6	M/s Lucky Crane & Motor Service, Booth No.35, New Motor Market, Sector-48C, Chandigarh-160047.
7	M/s Behl Crane Service, Kasauli Road, Sector-2, Parwanoo-173220(HP)
8	M/s Laxmi Crane Service, Near Horticulture, DED, National Highway, 5, Kandaghat-173212, Distt. Solan(HP)
9	M/s Saini Crane Service, Village-Kharuni, Tehsil Baddi, Nalagarh-Baddi Road, Baddi-173205.
10	M/s Saini Crane Service, SCO-342, Sector-34, Near Cafe Coffee Day, Chandigarh-160022.
11	M/s Jain Enterprises, Shimla Road, Dharampur-173209, Distt. Solan(HP)
12	M/s Jasmesh Crane Service, Plot No.60, First Floor, Parwanoo-173220, Distt. Solan(HP)
13	M/s Md. Tariq, Mohalla Sangiyan Sale Plot, Saharanpur-247001(UP)
14	Ms/ Md. Aasif, House No.13,352, Ansarian Street, Saharanpur-247001
15	Spare copy
16	Copy to: Dr. Yashwant Kumar, Website Nodal Officer, CRI Kasauli with the request to upload the tender enquiry in the CRI Website.

भारत सरकार/**Government of India**

केन्द्रीय अनुसंधान संस्थान/**Central Research Institute**

कसौली, जिला सोलन-173204 (हि0प्र0)/**Kasauli, Distt. Solan(HP)-173204**

दूरभाष सख्या/**Telephone No.01792-272995, 273207**

दर-पूछताछ संख्या/**Rate Enquiry No.Q-107/Hiring Crane/16-17//St.**

दिनांक/**Dated**

.....

दिनांक _____ को 2:30 बजे खोली जायेगी।

सेवा में/To

महोदय,

निम्नलिखित वस्तुओं/सामान की खरीद हेतु निदेशक, केन्द्रीय अनुसंधान संस्थान, कसौली द्वारा मुहरबन्द दरें आमन्त्रित की जाती है। कोटेशन दाताओं को यह सुझाव दिया जाता है कि वे दरें प्रस्तुत करने से पहले इस पत्र में छपी शर्तों को ध्यान पूर्वक पढ़ लें। चूंकि यदि वे किसी शर्त (शर्तों) का उल्लंघन करेंगे या उनकी दरें नियत तारीख के पश्चात प्राप्त होंगी तो उन्हें स्वीकार नहीं किया जायेगा। **Sealed quotations are invited by the Director, Central Research Institute, Kasauli for the following items. The tenders are advised to read the terms and conditions carefully before quoting, as the quotations are liable to be rejected if they contravene any of the condition(s) or are received after the due date.**

क्र०सं०/ S.No.	वस्तु का नाम/Name of the Items(s)	संख्या/Qty. required
	(Quoted prices should be inclusive of all taxes OR Rates of taxes & duties should be clearly mentioned)	
<p>Note 1 : Quoted prices should be inclusive of all taxes OR rates of taxes & duties etc. should be mentioned clearly.</p> <p>Note 2 : In case of quotation value more than Rs.75,000/-, the quotation should be accompanied with EMD @ 2% of <u>quoted value</u> in the shape of FDR (Fixed Deposit Remittance) only in favour of Director, Central Research Institute, Kasauli failing which quotation will be rejected. Appropriate certificate need to be attached in case of EMD waiver".</p> <p>Note 3 : Two bids System will be followed in this Rate Enquiry. Hence you are requested to enclose (1) Technical Bid containing technical specifications/documents/certificates etc. in one envelope and (2) Price Bid in other envelope. All the three envelopes (containing EMD, Technical bid and Price bid) should be packed in one big envelop and on the left hand side of this envelope, Rate Enquiry No. & due date should be mentioned i.e. "Q-_____, due on ____". Price bids of technically qualified bids/firms will only be opened/considered.</p>		

भवदीय/ yours faithfully,

भण्डार अधिकारी/ Stores Officer,
कृते निदेशक/ for Director |

दर-पूछताछ की शर्तें/ Conditions of Rate Enquiry

- 1 दरों के लिफाफे की बाईं ओर निम्नलिखित विवरण स्पष्ट रूप से लिखा होना चाहिए। On the left hand side of the envelope containing quotation the following should be clearly mentioned:
दर-पूछताछ संख्या/Rate Enquiry No.: _____ दिनांक/ Dated _____ (दिनांक _____ को दर खोली जाएगी /Due to be opened on.....)

- जो दरें मुहरबन्द लिफाफे की बजाए खुले लिफाफे में प्राप्त होंगी और जिनके लिफाफे पर उपर्युक्त शीर्षक नहीं लिखा होगा, उन्हें अस्वीकार किया जा सकता है । **Quotations which are received open and not in sealed cover or do not contain the above mentioned caption are liable to rejection.**
- 2 निवेदित दरें प्रति युनिट निवल और माल भाडा सहित पहुँच के 0अ0स0, कसौली ही होनी चाहिएं और उनमें पैकिंग और उन्हें भेजने के सभी प्रभार सम्मिलित होने चाहिएं । पहले से निवेदित दरों में वृद्धि के किसी प्रतिवेदन पर किसी भी हालत में विचार नहीं किया जाएगा । **The prices quoted must be delivered at C.R.I., Kasauli net per unit and must include all charges for packing and forwarding. No representation for increase in rates already quoted will be considered under any circumstances.**
 - 3 यदि अलग से केन्द्रीय बिक्री-कर/बैट आदि लिया जाना हो, तो तदनुसार उसका उल्लेख किया जाए । विशेष रूप से इसका उल्लेख न किए जाने पर यह मान लिया जाएगा कि बिक्री-कर/बैट आदि निवेदित दर में शामिल है और इसके लिए अलग से किये जाने वाले दावे पर कोई विचार नहीं किया जाएगा । **Central Sales Tax/VAT etc. if chargeable extra must be mentioned accordingly. In the absence of a specific mention, it will be presumed that the these taxes are included in the price quoted and no separate claim for it will be entertained.**
 - 4 आपकी दर को पक्का प्रस्ताव माना जाएगा और आपकी निवेदित दर निवेदन की तारीख से **तीन महीने तक बैध रहनी चाहिये** । इस अवधि के दौरान इसमें कोई परिशोधन, संशोधन करने या इसे वापिस लेने की अनुमति नहीं दी जाएगी । **Your quotation will be treated as firm offer and must remain open for three months from the date of your quotation. No revision, amendment or withdrawal will be permissible during this period.**

कू0पू0उ0 / PTO

:- 2 :-

- 5 अंकों या शब्दों में कोई काट-छाट न की जाए । गलत अंकों या शब्दों को काट दिया जाए और उन्हें अपने हाथ से दुबारा लिखकर उन पर हस्ताक्षर कर दिये जाएं । **No figures or words should be overwritten. Incorrect figures or words should be struck off and rewritten under your signatures.**
- 6 आप जिन वस्तुओं की दरें भेज रहे हैं, उनकी पूर्ति आप किस तारीख तक कर सकते हैं, इसका उल्लेख दर में अवश्य किया जाए । **The dates by which you can supply the articles for which you quote, should invariably be indicated against the item.**
- 7 सामान उच्च कोटि का होना चाहिए और हमारी विशिष्टियों के अनुसार ही होना चाहिए । सामान इस शर्त पर लिया जाएगा कि उस की जांच हमारे परिसर में की जाएगी और बाद में उसका अनुमोदन किया जाएगा । **Supplies must be of first class quality and in accordance with our specifications only. Supplies are subject to inspection and approval at our premises.**
- 8 आपकी दरों के संदर्भ में नमूने मांगे जाने पर उन्हें निर्धारित तारीख तक अवश्य प्रस्तुत किया जाए । ऐसा न करने पर आपकी दरों पर ध्यान नहीं दिया जाएगा । इस सम्बन्ध में तीसरी बार गलती करने पर इस संस्थान के पूर्तिकर्ताओं की अनुमोदित सूची से आपके प्रतिष्ठान का नाम काटा जा सकता है । **Samples against your quotations when called for should be furnished promptly by the stipulated date. Failure to do so will entail your quotations being ignored. Repetition of such lapse for third time in this respect may result in the removal of the name of your concern from the approved list of suppliers to this Institute.**
- 9 जिन वस्तुओं पर उत्पाद-शुल्क लगता हो, उनके सम्बन्ध में अपनी निवेदित दर में शुल्क की दर का उल्लेख स्पष्ट रूप से अलग मद के रूप में करें । **निवेदित दरें अधिकतम अंकित मूल्य से अधिक नहीं होना चाहिए । In case of excisable articles, the rate of duty should be quoted distinctly as a separate item in your quotation. Quoted prices should not be more than Maximum Retail Price(MRP).**
- 10 यदि दरे अधिकृत विक्रेता द्वारा प्रस्तुत की जा रही हैं तो कुटेशनदाता अपनी कुटेशन के साथ अधिकृत विक्रेता होने का प्रमाण पत्र जो कि निर्माता द्वारा जारी किया गया हो (नवीनतम) आवश्यक संलग्न किया जाना चाहिये । **In case of quotation through authorized dealer/distributor, quotation should be accompanied with an authorization letter (preferably of most current date available) from manufacturer.**
- 11 औषधियों और रसायनों के सम्बन्ध में विनिर्माता का नाम, विनिर्माण की तारीख, बैच संख्या और जहां आवश्यक हो, वहां इनके उपयोग की तारीख अवश्य दी जाए । **In case of drugs and chemicals, manufacturer's name, date of manufacturer, batch number, date of expiry where applicable should invariably be quoted.**
- 12 शल्य-चिकित्सा के उपकरणों और यंत्रों पर विनिर्माता का नाम अंकित होना चाहिए । इस बात का स्पष्ट रूप से उल्लेख किया जाए कि उपकरण भारत मानक संस्थान अथवा कोई और लागू एजेंसी की विशिष्टियों के अनुरूप हैं । **Surgical instruments and appliances should be imprinted with manufacturer's name. It should be clearly indicated whether the equipment is conforming to ISI or any other applicable agency specifications.**
- 13 कृपया ध्यान रखें कि पूर्ति आदेश में दी गई सामान की सुपुर्दगी की तारीख तक सामान अवश्य पहुंचा दिया जाए । यदि किसी कारण से निर्धारित अवधि के अन्दर सामान की पूर्ति न की जा सकती हो, तो समय पर आपूर्ति न कर पाने के कारण बताते हुए सुपुर्दगी की तारीख बढ़ाने का आवेदन-पत्र काफी समय पहले दे दिया जाए । सुपुर्दगी की तारीख केवल निदेशक ही बढ़ा सकता है । निदेशक बिना कोई कारण बताए किसी भी आपूर्ति आदेश को रद्द कर सकता है । जिस सामान का आदेश दिया हो, उसे यदि सुपुर्दगी की नियत तारीख तक आपूर्ति न करने की प्रायः शिकायत पायी जाएगी, तो आप का नाम पूर्तिकर्ताओं की सूची में से काटा जा सकता है । **Please note that the date of delivery indicated in the supply order must be adhered to strictly. If for any reason supply cannot be delivered within the stipulated period, application for extension of delivery date should be made well in advance stating reasons as to why the supply cannot be delivered in time. Extension may be granted only at the discretion of the Director. The Director may cancel an order at this discretion without assigning any reason. Repeated instances of failure to supply stores ordered, by the due dates of delivery will entail removal of your name from list of suppliers.**
- 14 आप चाहें तो निर्दिष्ट समय और तारीख को दर-पूछताछ के खुलने पर स्वयं उपस्थित हो सकते हैं या अपने किसी प्रतिनिधि को प्राधिकृत कर सकते हैं । **You are at liberty to be present or authorize a representative to be present at the opening of the Rate Enquiry at the specified time and date.**
- 15 कृपया यह सूचित करें कि इस दर-पूछताछ में उल्लिखित मदों के सम्बन्ध में आपने पूर्ति और निपटान के महानिदेशक से दर ठेका किया है अथवा नहीं । यदि यह ठेका किया है तो दरें प्रस्तुत करते समय हमें दर-ठेका संख्या सूचित करें और साथ ही दर ठेके की एक प्रति भिजवा दें । **Please let us know whether you have entered into Rate Contract with the Director General of Supplies & Disposals in respect of items mentioned in this Rate Enquiry. If so, the Rate Contract No. may please be intimated to us while offering rates, with a copy of the Rate Contract.**
- 16 यह केन्द्र सरकार का संस्थान है अतः नियमों के अनुसार बैंक के माध्यम से प्रलेख स्वीकार नहीं किये जाते और न ही पेशगी-अदायगी की जाती है । अतः सामान की पूर्ति बिल के आधार पर की जानी चाहिए । आपको विश्वास दिलाया जाता है कि आपकी दरें मंजूर हो जाने पर सामग्री अच्छी हालत में प्राप्त होते व उपकरणों के विषय में इसकी संतोषजनक प्रतिष्ठापन होते ही आपके बिल की तत्काल अदायगी करने की व्यवस्था की जाएगी । **This being a Central Government Institution acceptance of documents through bank or provision of advance payment is not admissible under the rules. As such the supply of the stores is required to be made on bill basis. It is assured that in the event of acceptance of your quotation, payment of your bill would be arranged immediately on receipt of stores in good condition/satisfactory installation in case of machinery & equipment.**
- 17 यदि दरें को खुलने की उपरोक्त तिथि को संस्थान में अवकाश हो तो दरों के प्राप्त करने तथा खुलने की तिथि, समय और स्थान में बिना किसी परिवर्तन के स्वमेव अगले कार्यदिवस तक बढ़ जायेगी । **In case, the date of opening of quotations mentioned above falls on holiday in the institute, the date for receiving and opening the quotation shall automatically be extended to the next working day of the institute, time and place remaining unaltered.**
- 18 कृपया अपनी कुटेशन में टिन/बैट/सी0एस0टी/पैन नम्बर का उल्लेख करें । **Please indicate your TIN/VAT/CST /PAN No. in your quotation.**
- 19 खरीद प्रक्रिया को दौरान, इस संस्थान द्वारा कुटेशनदाता से सी0एस0टी0/बैट/टिन/पैन, नवीनतम आयकर रिटर्न तथा पंजीकरण आदि के ब्योरे के बारे में सूचना मांगी जा सकती है **At any time of procurement process, CRI may ask to submit details w.r.t. TIN/VAT/CST/PAN such as latest return filed, registration certificate etc.**

- 20 संस्थान द्वारा आपूर्तिकर्ता से सामान की आपूर्ति करने से पूर्व सामान का **पायलट सैम्पल** भेजने को कहा जा सकता है | Institute may ask to submit the pilot sample prior to complete supply.
- 21 संस्थान के निदेशक द्वारा किसी भी दर पूछताछ को खरीद प्रक्रिया के दौरान बिना कोई कारण बताये कुछ समय के लिये स्थगित अथवा पूर्णतया रद्द किया जा सकता है | Director, CRI may suspend/postpone or cancel any rate enquiry at any stage of procurement without assigning any reason.
- 22 Any firms, who is indulged in illegal bid rigging and cartelization in the recent past and have been penalized/ debarred / blacklisted by any Government Agencies (Central/ State/ Undertaking) will not be considered in the tender. If, at any point of time, it comes to the notice, the said firm's quotation will be cancelled and an appropriate action will be taken against the firms.
- 23 All Stores should be subject to inspection on receipt and purchaser shall have full discretion to accept or reject. Rejected supply should be removed within 15 days from date of intimation otherwise it will be disposed off in any manner deemed fit by the institution.
- 24 The price charged for stores supplied to the institution or jobs shall in no event exceed the lowest at which tenderers sells the store to any other person. If during contract period tenderer reduces the Sales Prices, he should notify the same to the Director, Central Research Institute, Kasauli.
- 25 If the firms fails to supply the items ordered within 40 days of signing of order, there will be liquidate damage equivalent to 5% of the delivered price of the delayed goods for each month or part of the month until actual delivery of performance up to a maximum of 10 % of the delayed goods. The purchaser may consider termination of contract seeing its urgency even without extending the date of delivery.
26. The conditions of the tenderer shall not be binding on this Institute.

23. Any firms, who is indulged in illegal bid rigging and cartelization in the recent past and have been penalized/ debarred / blacklisted by any Government Agencies (Central/ State/ Undertaking) will not be considered in the tender. If, at any point of time, it comes to the notice, the said firm's quotation will be cancelled and an appropriate action will be taken against the firms.
24. All Stores should be subject to inspection on receipt and purchaser shall have full discretion to accept or reject. Rejected supply should be removed within 15 days from date of intimation otherwise it will be disposed off in any manner deemed fit by the institution.
25. The price charged for stores supplied to the institution or jobs shall in no event exceed the lowest at which tenderers sells the store to any other person. If during contract period tenderer reduces the Sales Prices, he should notify the same to the Director Central Research Institute, Kasauli -173204
26. If the firms fails to supply the items ordered within 40 days of signing of order, there will be liquidate damage equivalent to 5% of the delivered price of the delayed goods for each month or part of the month until actual delivery of performance up to a maximum of 10 % of the delayed goods. The purchaser may consider termination of contract seeing its urgency even without extending the date of delivery.
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