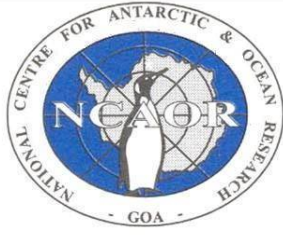


राष्ट्रीय अंटार्कटिक एवं
समुद्री अनुसंधान केन्द्र
पृथ्वी विज्ञान मंत्रालय
भारत सरकार)
हेड लैंड सडा, वास्को डा गामा
गोवा- ४०३ ८०४ भारत



**NATIONAL CENTRE FOR
ANTARCTIC & OCEAN RESEARCH**

Ministry of Earth Sciences
Government of India)
Headland Sada, Vasco da Gama
Goa - 403 804 - INDIA

Tel/Fax No.: 0091 0832 2525573
Email:warlu62@ncaor.gov.in

PROCUREMENT SECTION

INDIGENOUS ENQUIRY

M/s.

Ref. No.:

AES-11399

Date:

25.06.2016

Due Date:

11.07.2016

Dear Sirs,

We require the following items for XXXVI - Indian Antarctic Expedition. Manufacturers, dealers, Bonafide vendors, distributors/authorized agents are requested to quote for the following items as per the terms and conditions mentioned below and in Annexure II.

SL. NO.	ITEM DESCRIPTION	QUANTITY
01.	Whole Spices, Society Tea, Taj Mahal tea, Sugar, Mustard oil, Rice bran oil, Museli, Salt, Ghee, etc. (As per Annexure-I)	(As per Annexure-I)

Your offer should contain the following information:

1. Validity period
2. Quantity / Trade discounts, if any.
3. Delivery Schedules.
4. Terms of Price.
5. Mode of Despatch.
6. Terms of Payment.
7. Taxes/VAT applicable with Full Rate/Percentage. ('C' / 'D' form not available) Copy of Registration certificate for sales tax, VAT and PAN card.
8. Indicate if Excise Duty included or extra and Rate/Not Applicable.
9. Guarantee / Warrantee:
10. Please specify Brand/Make Model of the items:

NOTE: Please enclose a copy of valid registration certificate of the firm, copy of Authorized Dealer, Agent, stockist.

Also confirm that "the rates quoted by you are reasonable and lowest charged to any of your customer".

Please submit your quotation strictly as per the format given in Annexure-I.

Yours faithfully,

Sd/-
Executive (Procurement)
For and on behalf of Director, NCAOR

32.	Sugar Cubes (500 gms Pkt)	50 Nos								
33.	Sugar Free Sweetneer (Satches) (100 sachet Pkt) (Equal)	50 Nos								
34.	Society Tea Bag (100 bags Pkt) (Society)	400 Nos								
35.	Green cardamom (Choti Elaichi) (25 gms Pkt)	10 kgs								
36.	Star anise (Chakra Phool) (250 gms Pkt)	2 Nos								
37.	Nigella seed (Kalonji) (250 gms Pkt)	2 Nos								
38.	Tragacanth Gum (Katira Goond) (250 gms Pkt)	10 Nos								
39.	Vinegar (Sirka) (700 ml Btl) (Goana Food)	40 Nos								
40.	Macroni (Elbow) (180 gms Pkt) (Mom's Choice)	50 Nos								
41.	Museli (1 kg jar) (Express Food)	50 Nos								
42.	Coconut Oil (Edible) (1 Ltr can) (KLF/Nirmal)	30 Nos								
43.	Nutrela Soya nuggets (200 gms Pkt) (Nutrela)	200 Nos								
44.	Hershey's Chocolate Syrup (4450 gms Btl) (Hershey's)	20 Nos								
45.	Peanut butter Sundrop (Normal) (462 gms Btl) (Sundrop)	20Nos								
46.	Plain Noodles (Veg) (200 gms Pkt) (Chings)	200 Nos								
47.	Corn Flour (Pkt)	10 kgs								
48.	Act II Popcorns Salted (for Microwave) (48 gms Pkt) (ACT II)	500 Nos								
49.	Oats (400 gms Pkt) (Quakers)	20 Nos								
50.	Chocolate Spread Nutella (350 gms Btl) (Nutella)	20 Nos								
51.	Society Tea (250 gms Pkt)	20 Nos								
52.	Taj Mahal Tea (250 gms Pkt) (Brooke Bond)	50 Nos								
53.	Taj Mahal Honey Lemon Green Tea (25 bag Pkt) (Brooke Bond)	100 Nos								
54.	Taj mahal Darjeeling Green tea (25 bag Pkt) (Brooke Bond)	100 Nos								
55.	Sugar powder (1 kg bag)	20 kgs								
56.	Chilli Vinger (Goana Food)	20 Nos								
57.	Tobasco sauce (50 ml btl)	20 Nos								
58.	House Hold Sfty Matches	150 Nos								

	(Ex Long, Carbo safe, 240 Stick box (Chavi (P. Asia Match C.), Homelite (Wimco))										
59.	Rice Bran Oil (5 Lte Can) (Fortune)	100 Nos									
60.	Ground Nut Plain White (1 Kg Pkt)	40 kgs									
61.	Green Chilli Sauce (200 gms Btl) (Sil)	20 Nos									
62.	Soya sauce (200 ml Btl) (Sil)	20 Nos									
63.	Ghee (1 Ltr) (Nestle/Amul/Nandani)	600 nos									
64.	Coconut Grated (1 kg Bag)	50 kgs									
65.	Magaz (1 kg Pkt)	5 kgs									
66.	Mishri Dana (1 kg Bag)	5 kgs									
67.	Salt-Iodised/Namak, 1 kg Pouch (Aashirvaad/Tata/Ct Cook.)	150 Nos									
68.	Society Lemon Green Tea Bags (100 bags Pkt) (Society)	100 Nos									
										Freight charges if any	
										Grand Total	

* Amount in column no. 11 to be mentioned multiplying the quantity with unit rate arrived at column no. 10 i.e. after discount and taxes if any (column 3 x column 10).

(RUPEES.....)

Signature:

Date:

Seal:

Note: 1. Please submit your rates for the items exactly as per the format by providing the necessary details in each column duly signed and sealed.

2. Quotations should preferably be typed and without any corrections and over writings.

PURCHASE ENQUIRY – GENERAL TERMS AND CONDITIONS

1. This quotation and any order resulting from this Enquiry shall be governed by Terms and Conditions mentioned in this enquiry.
2. Where counter terms and conditions of business have been offered by this supplier, we shall not be deemed to be governed by these unless our specific written/ acceptance there of has been given.
3. No conditions and terms notice of which has not been given by the Supplier while submitting quotation will be considered by us if put forward in subsequent correspondence.
4. **Quotation** : Quotation should be submitted in a sealed envelope super scribed with Enquiry Number and Due Date and the same must reach our office on or before the Due Date.
5. **Specifications** : Materials should be offered strictly conforming to our specification. The deviation in specification if any should be clearly indicated by the supplier in his quotation. The supplier should also indicate make/type No. of the materials offered. Vague terms such as Best Indian, Best Indigenous. Imported Make should not be used.
6. The rate quoted against each should be in units stated in the Enquiry. Where quotations are in terms of units other than those specified, relationship between the two sets of units must be furnished.
7. **Samples** : Samples where asked for shall be submitted, free of all charges and should reach us before the Due Date of the Enquiry. Sample must be carefully packed and labelled clearly with enquiry No. & due date. We shall not be responsible in any way for the loss or damage of samples due to any reasons whatsoever. In the event of the non-acceptance of offer, supplier will have to remove the samples at his own expenses.
8. **Terms of prices** : Quotation should be submitted on F.O.R. Vasco or F.O.R. Destination price including transit Insurance. Preference will be given to such quotations. For quotations Ex-Works, Ex-godown/F.O.R. Despatching Station, the approximate packing, forwarding & freight should be indicated by the supplier. Quotations from Local Suppliers should be delivered at our stores.
9. **Validity** : The quotation should remain valid for a minimum period of 90 days from the Due Date of the Enquiry.
10. **Sales Tax** : **NCAOR is not entitled to issue Form C or D.** No Sales Tax or any other tax shall be payable by us unless payment of the same is specifically mentioned by the suppliers in their quotation and same is legally leviable.
11. **NCAOR is exempted from payment of Excise duty / Custom duty as per Government notification hence the rate should be split into Basic Cost and Excise Duty, if any.**
12. **Duties / Taxes** : Approximate percentage to be charged should be clearly mentioned in the quotation.
13. **Insurance** : The supplier will be responsible for and should cover, the insurance for all transit risks if the terms of prices are F.O.R. Vasco or F.O.R. Destination unless otherwise stated specifically by the supplier in his quotation.
14. **Delivery** : Preference will be given to Ex-Stock offers Suppliers submitting quotation on forward delivery basis must indicate earliest firm delivery date by which the materials will be despatched by them from the date of receipt of order. Offer such as "Ex-stock Subject to prior Sale" or "Delivery at the earliest" may not be entertained.
15. **Inspection** : Material on its arrival at our site will be inspected by our Inspection Department and their decision in the matter will be considered final and binding on the Supplier.
16. **Payment** : Payment for accepted quantity will be made as agreed to while placing order. Discount, Rebate, if any, for early Payment should be clearly stated.
17. Director NCAOR reserves the right to reject any or all the offers received or to accept any offer wholly or in a part of order of a lesser quantity without assigning any reason. The tenders shall be bounded to execute such an order.
18. In case the supplier does not deliver the goods according to the delivery schedule, he will be liable to pay 0.5% of the value of the goods not delivered according to schedule, as liquidated damages for delay of week or party thereof subject to maximum 5% of the value of goods not delivered, without prejudice to the right of NCAOR
19. In case an order placed by the NCAOR based on the quotation submitted by the supplier is not executed by him, the NCAOR may buy the ordered goods from elsewhere and recover, the additional amount if may have to spend in procuring the stores plus 10% to cover the incidental expenses.
20. All disputes arising in connection with executing the purchase order will be subject to the Jurisdiction of the Courts in Goa only.

Sd/-
Executive (Procurement)
For and on behalf of Director, NCAOR