

राष्ट्रीय अंटार्कटिक एवं  
समुद्री अनुसंधान केन्द्र  
पृथ्वी विज्ञान मंत्रालय  
भारत सरकार)  
हेड लैण्ड 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.:	LHE-20152
Date:	20.07.2017
Due Date:	10.08.2017

Dear Sirs,

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

SL. NO.	ITEM DESCRIPTION	QUANTITY
01.	Spare Parts for BE 71 Excavator (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:

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/-  
Head (Procurement & Stores)  
For and on behalf of Director, NCAOR

SR. NO.	NAME OF ITEM	QTY.	BRAND/ MAKE	UNIT OF MEASUREMENT	Unit RATE (₹)	DISCOUNT	Unit rate after discount	TAXES / VAT	Unit rate after discount with taxes/VAT	AMOUNT (₹)
1	2	3	4	5	6	7	8	9	10	11*
<b>Spare Parts of BEML Spares for BE 71 Excavator Engine Model 4R 1040, SF Loader, AC-BEML BE 71 EXCAVATOR (10011 &amp; UP)</b>										
1	799PH02546	PIPE ASSY	02 Nos							
2	790BH31016	PIN	10 Nos							
3	790BH11163	SPACER	05 Nos							
4	BFB1312063	BOLT	10 Nos							
5	BFN2612026	NUT	10 Nos							
6	790BH11114	SHIM	10 Nos							
7	4H.692.01.0.00	V Belt XPA 1280	05 Nos							
8	790PH02408	PIPE ASSY	02 Nos							
9	155HS02025	STRAINER	05 Nos							
10	CHS0115180	“O” RING	05 Nos							
11	CHS0115075	O RING	05 Nos							
12	155 CC 02046	GLASS ASSY	01 No							
13	155 CC 03018	SEAL RH	01 No							
14	155 CC 02379	BRACKET	02 Nos							
15	155 CC 02468	BRACKET	02 Nos							
16	CFS15 10616	SCREW	10 Nos							
17	CFW05 06023	WASHER	10 Nos							
18	175 CC 02016	DOOR	01 No							
19	790BH02034	PIN	01 No							
20	# 799 HC 02031	BLADE CYL ASSY	01 No							
<b>Freight Charges if any</b>										
<b>Grand Total</b>										

\* 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 envelope super scribed with Enquiry Number and Due Date and the same must reach our office on or before the Due Date by 17.30 hrs (IST).
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/-**  
**Head (Procurement & Stores)**  
**For and on behalf of Director, NCAOR**