



राष्ट्रीय ध्रुवीय एवं समुद्री अनुसंधान केन्द्र

पृथ्वी प्रणाली विज्ञान संगठन

पृथ्वी विज्ञान मंत्रालय (भारत सरकार)

हेडलैण्ड सडा, वास्को-डा-गामा, गोवा-४०३ ८०४, भारत



NATIONAL CENTRE FOR POLAR AND OCEAN RESEARCH

Earth System Science Organisation

Ministry of Earth Sciences, (Government of India)

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(प्रापणविभाग)

PROCUREMENT SECTION

Limited Tender Enquiry

Dear Sir,

Enquiry No:	NCPOR/PS/DOM-06/PAC-28/23-24
Date:	09.08.2023
Due Date:	30.08.2023

You are requested to send your quotation for the supply of the following item as per the terms and conditions mentioned below:

SL. NO.	DESCRIPTION	QTY.
1.	Software: Adobe Illustrator (Latest Version) Type of License: Subscription Duration of subscription: 01 Year Number of years of OEM support : As per subscription	03 Nos.

General Terms & Conditions:

Your quotation should contain the following information:

1. Terms of Price on FOR destination basis.
2. Mode of Delivery:
3. Delivery Period:
4. Validity of quotation: **Minimum 60 days**
5. Quantity/Trade discounts: Discount offered if any, should be included in the quoted rates & should not be shown separately. Offer with conditional discount is not accepted.
6. Reasonability of Rates: You have to confirm that rates quoted by you are reasonable and lowest and not exceeding the lowest rates charged to any of your other clients. Please enclose documentary proof such as the latest purchase order copies, contracts etc of your other clients to substantiate the reasonability of price.

7. Authorization form with OEM/Original Service provider details to be furnished along with the quotation.
8. For enhanced participation Earnest money Deposit (EMD) is not charged/ applicable.
9. Quotation: Quotation should be submitted in a sealed envelope only, super scribed with Enquiry Number and Due Date and the same must reach our office on or before the Due Date. Quotations should preferably be typed and without any corrections and over writings. **Quotation will not be accepted through email.**
10. The quotation should be complete in all respects and should be duly signed by the authorized signatory on all pages and stamped. Incomplete and unsigned quotation will not be accepted. All relevant technical literature pertaining to the items quoted with detailed specifications, Drawings etc. should be attached with the quotation. Two sets of operational, service/troubleshooting manuals and diagrams to be supplied with the ordered material.
11. Inspection and Acceptance of the item: A designated Officer/ Committee constituted by the Director, NCPOR will examine the software installed as per the specifications provided in the Purchase Order. If it is found that the software installed is not as per the ordered specifications then it will be rejected and no payment will be made.
12. Payment Terms: Payment will be made within 30 days on receipt, acceptance and satisfactory installation of the software. **No advance/part payment** will be made.
13. A list of reputed clients to whom the firm has supplied similar items to be furnished along-with the quotation.
14. Settlement of Disputes:
The decision of the Director, NCPOR shall be final and binding for any dispute whatsoever. All questions, disputes or differences whatsoever which may at any time arise between the parties to this agreement touching the agreement or subject matter thereof, arising out of or in relation there to and whether as to contract work or otherwise shall be referred to the decision of the Sole Arbitrator, appointed by the Director, NCPOR and the decision of the said Arbitrator shall be final and binding upon the parties.
15. Right to Cancel Tender / Work Order (Force Majeure):
In case of any act of god, strike, accident or any other unforeseen conditions affecting procurement of the ordered material, Director, NCPOR reserves the right to cancel and / or modify the tender / work order without any liability for any compensation and / or claim or any description.
16. Jurisdiction: All questions, disputes or differences arising under out of or in connection with the Tender / Contract shall be subject to the exclusive jurisdiction of the court under whose jurisdiction the place from which the tender / purchase order / acceptance of tender is issued, is situated i.e. Goa, India.
17. Director, NCPOR reserves the right to reject quotation received without assigning any reason.

Sd/-

**Head (Procurement & Stores)
For and on behalf of Director, NCPOR**