

No:-**MTL/PUR/17/2018/Pt.I/27**

Date:-**07/07/2018**

To,

Type Of Bid: **LIMITED TENDER**
Bidding type: **Single Bid**
Bid Closing Date: **16/07/2018 at 14:00 Hrs. (IST)**
Bid Opening On: _____

ASSAM GAS COMPANY LIMITED invites Limited offers for the following items:-

Sl No	Item Code	Item Description	Unit	Qty
01	2507-0629	Inkjet Printer Laser Jet Black & White Make: Brother Model: HL-2321D	Nos.	06
02	2503-0346	Microtek UPS 1 KVA	Nos.	03

Terms & Conditions for Limited Tender:

1. The bidder should quote their rates with applicable taxes etc. as per the FORMAT given below

Item Code	Material Description	Unit	Rate/Unit (INR) (A)	Freight (C)	GST @% (B)	Amount/Unit (FOR Duliajan) (A)+(B)+(C)=D	Qty (E)	Total Amount (INR) (D) X (E)
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2. The bidder has to submit manufacture's price list as part of the bid and should quote with maximum discount on price list.
3. The TOTAL AMOUNT shall be in figure as well as in words. No overwriting shall be allowed. In case of discrepancy, the rates quoted in words shall be considered to be correct.
4. Sealed envelope containing the bid duly filled in as per above Format on bidders letter head should reach Senior Manager (Materials)-HOD, Assam Gas Company Limited, Duliajan-786602, Dist-Dibrugarh (Assam) on or before the bid closing date and time mentioned above. If the bid closing date happens to be holiday/bandh call then the next working day will be considered as bid closing date.
5. The Sealed envelope containing the bid shall be marked at the top of the envelope with following details:-
 - a) AGCL Tender No.
 - b) Bid Closing date
 - c) Bidder's Name
 - d) Brief description of supply

The bid received without mention of above on the envelope shall not be accepted.
6. **Validity:** The bid must be valid for 45 (Forty-five) days from the date of opening of the bid.
7. **Delivery:** The delivery of the materials must be completed within 7 (Seven) days from the date of receipt of the Purchase Order by Fax/Email etc.
8. **Liquidated Damage:** The completion of delivery of the entire quantities of materials as mentioned above within the schedule date of completion of delivery shall be deemed to be the essence of the contract. In case of delay in delivery of the materials within the stipulated period, unless such delay is attributable to owner (AGCL) or due to Force Majeure condition, there will be reduction in the contract value @0.5% for undelivered quantities of materials for each week of delay or part thereof subject to maximum of 5% of the total contract value, as liquidated damage. The Liquidated Damage charge shall be recovered from the supplier's bill/invoice.
9. **Payment:** 100% (Hundred Percent) payment shall be made to the supplier within 30 (thirty) days after receipt and acceptance of materials against submission of original invoice in triplicate.
10. Conditional bids are liable to be rejected at the sole discretion of the Company.
11. **Guarantee/Warranty:** Guarantee/Warranty shall stand as per Manufacturer Certificate. Guarantee/Warranty should be for a minimum period of 12 (Twelve) months. The bidder has to submit MTC in support of the products as per standards. For any defects during warranty period, free replacement is to be done.
12. **Applicability of Law & Jurisdiction:** The Order shall be governed and interpreted in accordance with the applicable laws of India and Dibrugarh Courts in the State of Assam shall have exclusive jurisdiction.

13. The Company reserves the right of rejecting any or all bids accepting any bid in part, without assigning any reason.

Thanking You,

Yours faithfully,

For and on behalf of MANAGING DIRECTOR