

M/s

Sub: Supply of Ordinary Portland Cement for our Housing Project at Jagatpura, Jaipur
(Rajasthan)

Sir,

You are requested to submit your quotation for the supply of following:

Particulars of Item	Quantity	Rate/ MT (in Rs.)	Amount (in Rs)
Ordinary Portland Cement Grade -43 in 50 Kg bags Confirming to IS 8112-1989	1250 MT		

2. Terms & Conditions:

a) Submission of Quotation –

i) Quotations should be submitted in a sealed envelope superscribed ‘Supply of Ordinary Portland Cement’ ‘Jaipur Project’ addressed to Chief Executive Officer, CGEWHO, 6th Floor, ‘A’ Wing, Janpath Bhawan, New Delhi – 110 001 so as to reach the office not later than 25.07.2011 at 1430 hrs. QUOTATIONS RECEIVED THROUGH FAX SHALL NOT BE CONSIDERED.

ii) In order to avoid delay in transit, the suppliers are suggested to deliver the quotation in the office the Chief Executive Officer, CGEWHO, 6th Floor, ‘A’ Wing, Janpath Bhawan, Janpath, New Delhi – 110 001 .

iii) Quotations received after 1430 hrs on 25.07.2011 will be treated late and are liable to be rejected.

b) The rates should be quoted all inclusive FOR CGEWHO Project, at Jagatpura, Jaipur, (Rajasthan), including Sales Tax, VAT & other local taxes, Octroi, excise duties and other duties as applicable at Jaipur, loading, transportation, unloading and stacking at site. No components of rates should be sought extra over the quoted rates. The billing for the supply should be done from Rajasthan State only.

- c) The rates quoted should be firm for the period of supply of 3 months from the date of issue of supply order. However, any future increase/decrease in statutory taxes and levies shall be reimbursed to/recovered from you, as per actual on production of documentary evidence. Any other claim towards increase in Railway/ road freight or any other increase shall not be payable.
- d) Rate and amount shall be quoted both in figures and words.
- e) CGEWHO is not bound to accept the lowest or any quotation for whatsoever reason and reserve its right to accept or reject in whole or in part any or all the quotations received without assigning any reason.
- f) Responding firms must keep their quotations valid for a period of 45 days from the date of opening of the quotation.
- g) The CGEWHO shall be at liberty to alter the quantity of cement mentioned in the supply order by 25% (increase or decrease). The additional quantities if required shall be supplied in the same period as mentioned above.
- h) CGEWHO reserves the right to split the order between more than one party if desired without assigning any reason whatsoever. The quoted rates and terms and conditions should hold good for the reduced quantity of the order finally accepted.
- i) CGEWHO reserves the right to foreclose the supply order at any stage if so desired without assigning any reason whatsoever.
- j) Schedule of Delivery – The delivery of material will start immediately and shall be spread over 3 months from the date of issue of supply order. The schedule should be further co-ordinated with Project Manager, Jaipur at site. If the supplier fails to supply the material as per the schedule given by our Project Manager or defaults any of the conditions listed herein then the material shall be purchased by CGEWHO from the open market at the risk and cost of the supplier.

- k) Test Certificate-Test certificate as per IS will have to be submitted alongwith the supplier's invoice/bill.
- l) Inspection-CGEWHO will be at liberty to inspect the material supplied and conduct test. Materials if found defective/ substandard will be rejected and shall have to be removed by the supplier at his own risk and cost within 7 days of receiving notice from the CGEWHO. In case the material so tested by CGEWHO fails to conform to IS 8112-1989, the supplier will immediately refund the amount paid to them by CGEWHO against the supply of such defective/ substandard cement alongwith the interest @15% p.a.
- m) Payment: The bill towards each consignment shall have to be submitted to our Project Manager who will make 95% payment within 15 days of receipt of material/ bills at site in good condition after due checking and verification of the bills. The balance 5% shall be released on satisfactory completion of the total supply against the order, from the Head Office of CGEWHO.
- n) Offer of any supplier who stipulates alterations to any of the conditions/ specifications laid down in the tender enquiry or imposes any new condition, is liable to be rejected.
- o) Quotations shall be opened immediately after expiry of the time fixed for receipt of quotations. Intending suppliers who submit the quotations may choose to be present.

Yours faithfully,

(S.K.Jain)
Astt. Director (Tech)
for Chief Executive Officer