

NATIONAL INSTITUTE OF TECHNOLOGY GOA

Farmagudi Ponda Goa 403401

Phone : (0832) 2404206 : Fax : (0832) 2404202

NOTICE INVITING QUOTATION

No: NITGOA/PUR/PHYED/2018-19/OW/ 640 Dated: 15/10/18

NAME OF PROCUREMENT

Supply of Sports Equipment's for the year 2018-19

NATIONAL INSTITUTE OF TECHNOLOGY GOA

Farmagudi Ponda Goa 403401

Phone: (0832) 2404206, 2404205 : Fax : (0832) 2404202

To
Shri/M/s.....
Address.....
.....
.....

Name of the procurement: **Supply of Sports Equipments for the year 2018-19**

No: NITGOA/PUR/PHYED/2018-19/OW/ _____

Dated: ___ / ___ / _____,

Dear Sir,

A Detailed notice inviting Quotation incorporating the technical specification as well Instructions and Conditions are enclosed herewith.

You are requested to submit your sealed quotation with all relevant documents latest by **01.00 PM on or before 25.10.2018**

Yours faithfully,



**Registrar I/C
National Institute of Technology Goa**

**NATIONAL INSTITUTE OF TECHNOLOGY GOA
Farmagudi Ponda-Goa 403401**

Phone: (0832) 2404206 Fax : (0832) 2404202

NOTICE INVITING QUOTATION

Ref: NITGOA/PUR/PHYED/2018-19/OW/

Dated

Sealed Quotations are invited from Bidders for **“Supply of Sports Equipments for the year 2018-19”**

Quotations will be received up to **01.00 PM on 25.10.2018** and will be opened on the same day at **03.30 PM**, if intending quotationeres want to participate during quotation opening they can do the same or send their representative for the same with proper authorization letter. In case, the day of submission of the quotation happens to be a holiday on account of Govt. notification or weekends and quotation cannot be received or opened, the quotations shall be received/opened on the next working day at **10.30 A.M.** for which no separate communications will be made. Other terms and conditions enclosed at Annexure–B

Last date and time for submission: **Upto 01.00 P.M. on or before 25.10.2018**

Quotation Opening date and time: **At 03.30 P.M. on 25.10.2018**

Application for Quotation Document must be accompanied by filled in PFMS Form. Quotation Notice can be downloaded from Tender section of website www.nitgoa.ac.in or it can be downloaded from <https://eprocure.gov.in/epublish/app>.

There is no download fee/EMD for the same.

Director NIT GOA has the right to reject any or all the quotations received without assigning any reason thereof.



Registrar I/C

National Institute of Technology Goa


Instructions to bidders:

1. The bidders should submit the quotation along with mandatory documents to inward section NIT GOA (Administration office, Main Building) and envelope should be superscribed as Quotation Enquiry No. NITGOA/PUR/PHYED/2018-19/OW/_____ dated _____ for **“Supply of Sports Equipments for the year 2018-19”**.
2. Quotation should be addressed to “The Director, NIT GOA Farmagudi Ponda Goa 403401”.
3. The rates should be quoted both in figures and words and legibly written without any over-writings. In case of any correction, the same must be attested by the bidder with full signature.
4. In case of any discrepancy between the rates in figures and that in words, the rate in words will be accepted as correct.
5. The last date for receipt of the quotation is marked in the enquiry. In case the above date is declared a holiday for NIT Goa, and the bids will be received up to the appointed time on the next working day.
6. The quotation may be sent by post, so as to reach the office NIT Goa before the last date of receipt, or alternatively, be submitted in the office of the normal working hours of the Institute.(09.00 A.M. to 05.30 P.M.)
7. Intending quotationer requires any clarification in regard to the notice inviting quotation, he may mail to **sports_officer@nitgoa.ac.in** at least **03 days** before last date quotation submission time.
8. Quotation submitted after the last submission date will not be accepted and his quotation will be treated as non-responsive.
9. Intending quotationer shall submit only one quotation. A quotationer, who submits more than one quotation, shall be disqualified and considered non-responsive.
10. The quotation shall be opened by the committee in the NIT GOA at the date and time given on the top of the document. The quotationer may send their authorized representatives to attend the quotation opening with proper authorization letter, if they so desire. In the event of the above quotation opening date being declared holiday for the NIT Goa, then the bids will be opened at the appointed time and place on the next working day.
- 11. The quotationer has to put seal and sign in full at all pages of the quotation notice including all annexures and price bid failing which the bidder will be disqualified.**
12. Director NIT GOA, has the right to reject any or all the quotations received without assigning any reason thereof.
- 13. In case the bidder to whom the purchase order is awarded will have to supply the goods as per the specification mentioned in the price bid.**

National Institute of Technology Goa
Farmagudi, Ponda-Goa 403 401

Conditions of the participation in quotation:

1. **The rates quoted should preferably be net, inclusive of all taxes and all other charges required to deliver the goods at NIT Goa site.**
2. **Delivery period has to be mentioned in the quotation, however institute is not bound to accept delivery period mentioned in any quotation.**
3. The Quotation should remain valid for a period of **45 days** from the date of opening.
4. Conditional discount, if any, offered by the bidder shall not be considered at the time of evaluation.
5. Goods should be supplied as per Quality standards and safety measures if any should be adhered to by supplier.
6. Director NIT Goa reserves the right to reject any or all quotations without assigning any reasons thereof.
7. If the successful bidder, on receipt of the purchase order, fails to execute the order within the stipulated period, in full or part, it will be open to the Director, NIT Goa to recover liquidated damage from the firm at the rate of 0.5 percent of the value of purchase order per week or part thereof for delayed work beyond work completion period, subject to a maximum of 10 percent of the value of undelivered goods beyond due date for delivery.
8. Payment (After any authorised deductions (if any)) will be made only by Wire transfer within 30 days from the date of receipt of the goods as per specification or receipt of the bill, whichever is later/latest.
09. In the event of any dispute arising out of the quotations or from the resultant contract, the decision of the Director, NIT Goa shall be final.
10. Any disputes arising out of this enquiry shall be dealt in the Goa jurisdiction only.
11. **Criteria for Evaluation of Lowest Quotation**
 - A. Technical Specification for all the items. Failing to quote for one or more than one item will result in disqualification in quotation. (Quotation to be submitted on the firm letterhead mentioning GST No., PAN no. of Firm/Proprietor).
 - B. Signed and stamped copy of entire quotation notice.
 - C. Filled and duly signed PFMS Mandate Form.
 - D. Filled and duly signed Quotationere Information Sheet.
 - E. After fulfilling criteria mentioned at point11 (a-d) those quotation which are lowest in Total (of all items) will be awarded the order.



Registrar I/C

Price Bid

Supply of Sports Equipments for the year 2018-19

Sr No.	Equipment	Specification and Brand	Requirement	Total Amount
1	Football	Nivia Shining Star (FIFA Approved)	10 nos	
2	Volleyball	Cosco (FIVB Approved)	05 nos	
3	Cricket balls (Leather)	SG/BDM/SS	30 nos	
4	Cricket Bat (Seasoned)	SG/BDM (English willow)	02 nos	
5	Cricket Bat (Tennis ball)	BDM	02 nos	
6	Tennis Balls (Hard)	Guru	20 nos	
7	TT Balls	Stiga	30 nos	
8	Cricket Wickets	Vinex	04 sets	
9	Volleyball Net	Gupta (steel wire)	02 nos	
10	Badminton Net	Yonex	03 nos	
11	Badminton shuttle cocks	Yonex nylon	05 box	
12	Badminton Racquets (Faculty and Staffs)	Yonex/Kamatchi/Lining basic	08 nos	
13	TT Racquets	Stiga	04 nos	
14	Volleyball Antenna	Vinex	02 pair	
15	Foot pressure pump	Vixen	01 nos	
Total in Rs. (excluding taxes)				
Other charges (if any)				
Taxes in Rs.				
Grand Total in Rs. (In figures)				
Grand Total in Rs. (In Words)				

Date:-

PFMS Mandate Form

Sr. No	Details Required	Information
1	Name of Vendor/Supplier	
2	Date Of Birth / Date of Incorporation	
3	Father/Husband Name	
4	Aadhaar Number	
5	GST No	
6	PAN No	
7	Complete Address	
8	City	
9	Country	
10	State	
11	District	
12	PIN Code	
13	Mobile No.	
14	Telephone No.	
15	E Mail Address	
16	Account Holder Name	
17	Bank Name	
18	Bank (Branch)	
19	Bank Address	
20	Account No.	
21	IFSC Code	
22	Swift Code	

I/We hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information I/we would not hold the user Institution responsible.

Name:

Stamp/Seal & Signature of Vendor/Supplier:

Quotationere Information Sheet

1	<u>Company Name</u>	
2	<u>Company Registration Number</u>	
3	<u>Registered Address</u>	
4	<u>Name of Partners / Directors</u>	
5	<u>BidderType</u>	
6	<u>City</u>	
7	<u>State</u>	
8	<u>Postal Code</u>	
9	<u>PAN/TAN Number</u>	
10	<u>Company's Establishment Year</u>	
11	<u>Company's Nature of Business</u>	
12	<u>Company's Legal Status (<i>Limited Company, Undertaking, Joint venture, Partnership and others</i>)</u>	
13	<u>Company Category (<i>micro unit as per MSME, Small unit as per MSME, Medium unit as per MSME, Ancillary unit, Project Affected person of this company, SSI, Others</i>)</u>	
14	<u>Contact Person Name</u>	
15	<u>Date Of Birth (DD/MM/YYYY)</u>	
16	<u>Correspondence Email</u>	
17	<u>Designation</u>	
18	<u>Phone</u>	
19	<u>Mobile</u>	

Note: If the information is not pertaining to the bidder, in third column he should specify as "Not Applicable"