



National Center for Biological Sciences

Tata Institute of Fundamental Research

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ENQUIRY

Ref: NCB/CF18-75/181270

October 26, 2018

To

Dear Sirs

Please let us have your Quotation for the following:

S.No.	Item Description	Qty	UOM
1	Hiring of 11 seater buggy to ply between Mandam Housing to NCBS for 12 hours with operator for 365 days for a period of year; to be extended for the second year based on the performance. SCOPE OF WORK Supply of battery operated eco friendly Electric Buggy Cars 1. NCBS intends to outsource the services for hiring of Electric Buggy Cars. 2. We need Electric Buggy Cars 11 seated with provision for carrying bicycles. 3. Supplier should deploy Electric Buggy with well trained/skilled drivers. 4. All expenditure on maintenance of the vehicle, Road tax, driver salary, hatta, any other privileges to the drivers as per Govt. Norms etc., should be borne by the agency and no additional payment on any of the accounts will be made to the agency except agreed rates per month. 5. Supplier shall arrange substitute in case of deployed drivers are on leave/ absent. Supplier shall ensure service and maintenance of cars. If cars fail to operate timings due to mechanical / any other problem, Firm should arrange alternate cars without interruption of following scheduled. 6. The Kilometers will be counted from the point of pickup to the drop.	100	NO

- The bids shall be enclosed in an envelope and due date sealed duly marked Tender for \_\_\_\_\_ Ref No: 181270. The bids should be addressed and to be mailed to "THE HEAD-PURCHASE". The bids are liable to be rejected if the sealed envelope is not addressed to "THE HEAD-PURCHASE" with Tender Ref No. and Item Description and due date. The bids delivered in person shall be dropped in Purchase Section. If the bids are sent through courier or mail, it should reach by submission date and time and NCBS will not be responsible for the delay.
- DUE DATE FOR SUBMISSION OF QUOTATION AGAINST THIS ENQUIRY IS 08/11/2018
- QUOTATIONS RECEIVED AFTER THE DUE DATE SHALL BE REJECTED.
- The validity of your quotation should be for 60 days from the due date.
- All duties, taxes, surcharge and cess as currently applicable must be stated in your quotation, separately. Otherwise your quote is liable to be rejected.
- Your quotation should indicate delivery period & warranty period.
- Delivery to be made to our stores. Please indicate charges, if any extra. Transit Insurance should be done upto NCBS Stores.
- If you are unable to supply the quality, specifications or brand as mentioned in our enquiry, please state so and then offer alternative to quality/specifications.
- Payment: within one month after delivery & acceptance/satisfactory installation.
- Please ensure that the enquiry number and the due date is superscribed on the envelope failing which your quotation is liable to be rejected.
- Since we are a public funded research institution, we are exempted from paying Customs duty (Except ad valorem duty of 5% + 2% Cess and 1% Cus Sec & High Edu. CESS vide Notification No.51/96 with latest amendments) and excise duty vide Notification No. 10/97 CENTRAL EXCISE dated 01-03-1997 for all scientific equipments, technical instruments, equipments (including computers), their accessories, spares, consumables and software. Hence, please offer your prices
- If the item is covered under DGS&D rate contract, please quote the rate as per the DGS&D rate contract with xerox copy of the DGS&D order.
- Any dispute or differences that may arise between the parties shall be referred to the sole arbitration of the Centre Director or his nominee. The decision of the arbitrator shall be final and binding on the parties. The venue for arbitration shall be Bangalore. The provisions of the Arbitration and Conciliation Act, 1996 as amended from time to time shall apply. The courts in Bangalore shall have exclusive jurisdiction to deal with any or all disputes between the parties

Yours faithfully

For and on behalf of  
National Centre for Biological Sciences

NIRMALA K.S.