



भारतीय  
प्रौद्योगिकी  
संस्थान  
काशी हिन्दू विश्वविद्यालय



INDIAN  
INSTITUTE OF  
TECHNOLOGY  
BANARAS HINDU UNIVERSITY

Ref No. IIT (BHU)/GYM/SI/2019-20/146

Dated: 04.09.2019

**Due date of Submission: 13<sup>th</sup> September 2019**

**Quotation inquiry for Sports items**

Quotations are invited from Original Equipment manufacturers (OEM)/ Authorised distributors in single bid format before September 13<sup>th</sup> 2019.

**Enquiry no: IIT (BHU)/Gymkhana/SI/2019-20/**

**Bid submission start date: September 4<sup>th</sup>, 2019**

**Closing date: September 13<sup>th</sup> 2019, 16:00 hrs.**

**Bid opening date: 16<sup>th</sup> September 2019.**

**Request for submission of quotation for enclosed List of sports items. (Annexure-1)**

**Bidders' eligibility criteria:**

- Only those bidders who have earlier supplied to any IITs, IIMs, IISERS or Institute of National importance should submit their bids in response to this tender enquiry.
- Copy of self-certified orders placed by IITs, IIMs, IISERS and other Institutes of National importance along with successful order completion certificates from the buyers should be submitted as proof.
- Minimum annual turnovers of the authorised dealers should be at least Rs. 10 lakhs during last two financial years.


**Terms and Conditions of the quotations are as under:-**

1. Enquiry will be sent by courier / registered post / speed post and IIT (BHU) will not be liable for any kind of irregularity/ delay.
2. The quotation in a properly sealed envelope addressed to The Chief Councillor, Gymkhana IIT (BHU), Varanasi invariably giving on the envelope reference of enquiry and due date of opening.
3. The quantity mentioned in enquiry is and shall be deemed to be only approximate and will not in any manner be binding on the Institute.
4. Firms will quote separately for each article for which rates are offered.
5. The Rate offered should be free delivery to Gymkhana, IIT (BHU). If items are imported then the firms should quote the price on F.O.R. basis.
6. In case of Ex-go down terms the amount of packaging, forwarding freight etc. should clearly be mentioned by percentage or lump sum amount. Current rate of tax as and other statutory levies must be mentioned.
7. **The rates offered should be inclusive of GST including freight charges (if any).**
8. The rates applicable should clearly be specified.
9. Only those items will be purchased through this tender process which are not available on Gem.
10. The delivery period should be specifically stated. Ex-stock and earlier delivery may be preferred

**P.T.O.**

11. The firms are requested to give detailed description and specification together with detailed drawings and printed leaflets and literature of articles quoted. The name of the manufacturer and country of manufacture should also be invariably be stated. In the absence of these particulars the quotation is liable for rejection.
12. Samples wherever asked (as mentioned in Annexure-1) for will not be paid for. These should be delivered in the office of the undersigned securely labelled and packed. In case of firms who submit the sample through railway and road transport the freight should be prepaid and R/R should be in favour of the Chief Councillor, Gymkhana, Indian Institute of Technology, Varanasi – 221005.
13. Submitted samples of qualified bidders shall be retained and shall become part of complete supply. Unqualified bidders shall collect their samples from the office of Gymkhana at their own cost and Gymkhana shall not be responsible for returning back the samples.
14. Quotation should have validity of at least till January 31, 2020.
15. The rates quoted should be in metric units; otherwise your quotation is liable to be ignored.
16. IIT (BHU) Reserve the right to reject all or any of the quotations and to split up the requirements or relax any or all of the above conditions without assigning any reason.
17. All the consignments must be securely packed and booked duly insured addressed to the.
18. The Penalty @ 1% per week or part thereof subject to a maximum of 10% of the delivery price will be deducted from the balance payment if supply is not completed within stipulated period.
19. Our standard payment terms & condition is 90% against delivery and 10% after inspection and approval.
20. Supplier should mention complete contact details such as Address, Landline numbers, Mobile numbers, email etc.

The Institute reserves the right of accepting or rejecting any quotations without assigning any reason. Thereof. Kindly send your quotation on or before 13<sup>th</sup> September 2019, 16:00hrs in the following Address: -

  
Chief Councillor  
Gymkhana IIT (BHU) Varanasi