

DEPARTMENT OF METALLURGY AND MATERIALS ENGINEERING  
Indian Institute of Engineering Science and Technology, Shibpur  
Howrah-711 103

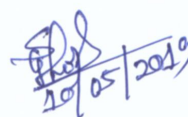
Enquiry No. 02/MET/IEST/2019-20

10<sup>th</sup> May, 2019

To,  
All the Enlisted Suppliers/Dealers/Manufacturers

Scaled quotations are invited for supply of the following materials/consumables/chemicals for the Dept. of Metallurgy and Materials Engineering. The sealed quotations should be addressed to the Head of the Department indicating enquiry no. with date on the top of the sealed envelope. The sealed quotations should be submitted at the office of the department on any of the working day up to 24/05/2019 till 5.00 P.M.

Sl. No.	Description of the Items
01.	Medicine Cotton, Minimum Order 100 gms.
02.	Bandage (Big size), Minimum Order 03 nos.
03.	Bandage (Small Size), Minimum Order 03 nos.
04.	Boric Powder, Minimum Order 100 gms.
05.	Neo Spine Ointment, Minimum order 01 tube
06.	Dettol, Minimum order 200 ml.
07.	Band-Aid, Minimum order 36 nos.
08.	Mercury Chrome, Minimum order 100 ml.
09.	Burnol, Minimum order 100 gm.

  
10/05/2019

Prof. Sumit Ghosh  
Head  
Dept. Of Met. & Mat. Engg.  
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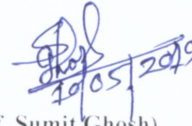
Terms and conditions:

- i. All rates quoted should include all taxes, levies & duties. Request for inclusion of any tax/levy at later stage will not be entertained.
- ii. Transportation, Packing, Forwarding, installation, training and Insurance Charges if any to be charged should be specifically indicated.
- iii. Delivery place : IEST, Shibpur
- iv. GST applicable will be 5% for research facility of the Institute. The certificate will be provided by the Institute with the Purchase Order
- v. The Institute reserves the right to accept or reject all or any of the quotation without assigning any reason whatsoever. The decision of the Institute shall be final in case of any dispute.
- vi. The delivery of items must be completed by 2 weeks from the date of issue of Purchase Order.
- vii. Bills in Triplicate should be presented for payment within 07 days of supply/completion of Items / work.
- viii. The Order no. is to be noted on both challan & Bill.
- ix. All bills are to be accompanied with the order copies and challans.
- x. Payment will be made within 90 days from Submission of proper bills; challans etc. by A/c payee cheque or NEFT. No Cash payment will be made under any circumstances. No advance payment can be made All payments are subjected to statutory deductions as and when applicable.
- xi. For Foreign Purchase (This clause is applicable only for foreign purchase and not applicable for Indian purchase)
  - i) Payment will be made through Letter of Credit/Bank Transfer. AWB, Packing list, Warranty certificate, etc. should be provided.
- xii. SELECTION WILL BE MADE PURELY ON ESSENTIAL TECHNICAL DOCUMENTS. The IESTS authority will evaluate and compare the quotations (the

  
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gross amount i.e. inclusive of all taxes, other charges etc.) determined to be substantially responsive i.e. which- (a) meet the qualification criteria specified in the tender, (b) Are properly signed, and (C) Conform to the terms and conditions, specifications without deviations.

- xiii. Only one best quality item (according to our specification) should be quoted against each item. On no account should different qualities e.g. A, B, & C of items be quoted. Those items that have been quoted as per different qualities (In contravention to the specifications) will not be considered at all and will be summarily rejected.
- xiv. Based on our specifications, Brand must be clearly mentioned in the quotation, without which quotation will not be considered.
- xv. All the items will carry a guarantee for a period of 12 months from the date of delivery. Guarantee for all the items supplied will be on 'all comprehensive' basis, i.e., including repairs, replacements, maintenance etc.
- xvi. The bidder must submit photo copy of valid Trade License, GST certificate, Professional tax certificate and PAN card along with the quotation.



(Prof. Sumit Ghosh)  
Head

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Copy forwarded for information to:

Institute Website, IEST, Shibpur, Howrah-711103

For details the vendors may contact Mr. Swapan Kumar Jana / Dr. Sukumar Kundu  
(Mobile Nos. 9231701660) / (8334043609) during working hours.

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