



LAKSHMIBAI COLLEGE

(University of Delhi)

ASHOK VIHAR - III, DELHI-110052

Office : 011-27308598, 27304076 Telefax : 27304076

26.09.2016

M/s _____

Sub: Invitation of Quotation for purchase of sports items.

Dear Sir,

Sealed quotations are invited in the form of technical and financial bids for purchase of sports items as per details given below:-

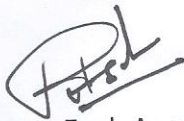
Details of items as per attached sheet –“Annexure 1 – containing pages 1.

General instructions for the supplier / manufacturer:-

1. While mentioning your rates, kindly clarify other charges if any, like transportation, printing and labour etc., Vendors are requested to quote VAT/TAX/Cartage etc. separately if any. Mentioning of TIN/PIN no. is mandatory as per the Govt. Policy.
2. The principal reserves the right to accept or reject some or all the quotations without assigning any reasons, thereof.
3. The technical and financial bids should be sent in two separate sealed envelopes distinctly marked accordingly and both shall be placed in single envelope marked as “Quotation for Purchase of Sports Items”. The financial bids of those vendors will be opened who successfully qualify in the technical bids as decided by the college authority and also whose sample are approved by the college authority and decision of same shall be binding on all the vendors.
4. All the vendors are required to quote the rates per unit of item but not on lumpsum basis as college reserve the right to place the order as per requirement of the college. The college further reserve the right to place the order either item wise or on in consolidated manner by taking all items together. In technical bid, the vendors are required to give detail of brand/model of items required as per annexure and details of firm as will. In financial bid, they are required to quote the rate per unit. It may please be noted that rates quoted by the vendors will be valid for a period of one year and there will not be any change in rates during one year.

5. If however, it is found that the quality of material provided is of sub-standard, and/ or the quantity is less than the quantity specified in the order letter, the Principal shall have the right to withhold the payment partly or fully and/or penalty may be imposed on the firm. The decision of the Principal/Committee shall be final and binding on the supplier. All the items shall be provided accurately and without any delay as shown in Annexure-1 failing which penalty may be imposed or payment will be withheld.
6. All duly sealed quotations should be sent to Principal on or before 17th October 2016 by 5.00 P.M. in sealed cover. Quotation received after the due date and time shall not be entertained.
7. The successful vendors who qualify the technical bid will be informed by the college and they are requested to display the sample of items quoted by them on 19th October 2016 in the college premises. The samples of the selected items of the successful vendors will be retained by the college to compare with the supplied items after the order is placed to them by the college.

PRINCIPAL



Encl: As above.



List of Items Required for Sports (2016-17)

FENCING

S. No.	Name of the Item	Quantity
1.	Manual Jackets	03
2.	Breeches	03
3.	Hand Gloves	02
4.	Epee Mask	01
5.	Sabre Mask	01
6.	Foil Mask	01
7.	Sabre Body Wire	01
8.	Epee Body Wire	01
9.	Foil Body Wire	01
10.	Foil Electric Jacket	01
11.	Sabre Electric Jacket	01
12.	Mark Wire	01
13.	Chest Guard	01
14.	Foil Weapon	02
15.	Sabre Weapon	02
16.	Epee Weapon	02

Okar *Amrithan*
17/9

(Department of Physical Education & Sports)

Murthy

23/9/16
cl.