



NATIONAL INSTITUTE OF TECHNOLOGY PUDUCHERRY
Thiruvettaikudy, Karaikal – 609 609

NITPY/ACAD/2016-17/001

Date: 01-04-2017

NOTICE INVITING QUOTATION

Procurement of ID CARD Printer for Academic Section

National Institute of Technology Puducherry invites separate sealed quotations from the reputed vendors for supply of the following item in your letter head.

S.no	Software descriptions	Quantity
1	ID CARD PRINTER <ul style="list-style-type: none">• Print Volume : Premium/University• Printing Type : Dual Sided printing in Colour• Print Method : Direct-To-Card (DTC)• Encoding Options : Barcodes/RFID• Lamination : Yes• ID Card type : PVC• Re-Transfer Printing type• Warranty : Three Years	1

The detail specification of item to be supplied is mentioned above. The institute terms and conditions are attached with this letter for clarification.

Last Date & Time

Submission of Quotation: **21-04-2017, on or before 3.00 PM**

Opening of Quotation in the presence of available bidders: **21-04-2017 at 4.00 PM**

Sd/-
Registrar (i/c)



NATIONAL INSTITUTE OF TECHNOLOGY PUDUCHERRY
Thiruvettaikudy, Karaikal – 609 609

Terms & Conditions

Separate sealed quotations are invited for Supply of the ID CARD Printer for Academic Section as per the details given.

1. The sealed quotations should reach The Registrar, National Institute of Technology Puducherry, Thiruvettaikudy, Karaikal - 609609 **on or before 21-04-2017 at 3:00 PM** and they will be opened on the **same day at 4:00 PM** in the presence of available bidders. The offers will not be considered if received after the bid closing date and time.
2. The quotations should be sealed and superscripted as **“Supply of ID Card Printer”**.
3. The rates should be inclusive of all taxes, freight, packing, forwarding, onsite installation and training etc.
4. The rate quoted shall on FOR destination basis at our premises.
5. The firm should have been in existence for at least last three years (self-attested proof to be attached)
6. The quote is not transferable.
7. The offers received through telex / tele-fax / e-mail will not be accepted by the Institute under any circumstances.
8. The Institute shall not be responsible for any delay / loss or non-receipt of quotes by post / courier service.
9. No unsolicited correspondence shall be entertained after the submission of the offer.
10. Quoting merely the lowest price does not confer any right to any bidder for award of supply order. The Institute reserves the right to select any bid on the grounds of quality, offer of additional / special features, compatibility, etc.
11. The Institute also reserves the right to reject any bids with sub-standard products even if they are found to be lowest.
12. The period of delivery exceeding three months is not normally allowed.
13. Full particulars regarding the make, manufacturing specifications and standards, guarantee period, and descriptive literature should accompany the quotation.
14. The price and the delivery period should be clearly stated in the quotation.
15. If any articles are not up to the prescribed quality or specification it is liable for outright rejection.
16. At the time of dispatch of articles, Delivery Note should be given along with the articles.
17. The list of Items is attached as Annexure –The firms may quote any single items or whole items separately as the case may be.

18. Failure to supply the item indented within delivery time will result in automatic cancellation of Supply Orders. Such automatic cancellation empowers the Institute to purchase the items from other available sources and to recover the difference between the prices so paid and those payable under the contract. Also failure to comply with the general spirit of the contract will lead to termination of contract and effecting purchases required from outside sources and to recover the loss in such kind of purchase from supplier.
19. In case of failure to supply within the time specified in the Purchase order, a penalty/LD of 0.5% of the total value per week or a part thereof shall be levied subject to a maximum of 7.5% in respect of items which are not supplied. The decision of National Institute of Technology Puducherry shall be final in this regard.

Date: 01-04-2017

-Sd/-
Registrar (i/c)

Accepted the terms & Conditions

Name, Sign & seal of the vendor