



NAVSARI AGRICULTURAL
UNIVERSITY

NAVSARI AGRICULTURAL UNIVERSITY

ERU CHAR RASTA, NAVSARI, GUJARAT-396 450

Dr. T. R.

Ahlawat

PI & NODAL OFFICER
NAU-CAAST, NAHEP

Contact: 02637- 283452
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No. NAU/DR/NAHEP-CAAST/ 1068 /2019

Date: 31/07/2019

To,

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.....

Dear Sir/Madam,

Subject: Invitation of Quotations for supply of essential oil extraction machine

The Principal Investigator and Nodal Officer, NAHEP-CAAST Sub-Project, Navsari Agricultural University, Navsari invites most competitive quotations in sealed envelope under National Agricultural Higher Education Project (NAHEP) CAAST sub-project entitled "Establishment of Secondary Agriculture Unit for Skill Development in Students and Farmers at NAU, Navsari" for below given from reputed sellers.

1. You are invited to submit your most competitive sealed quotation for supply of essential oil extraction machine

Particular	Specifications
Distillation unit Loading Capacity	20 kg (120 Litter) to 50 kg (300 Litter)
Distillation Still	In Stainless Steel (304)
Condenser Tubes & Ends	In Stainless Steel (304)
Water Boiler	In MS
Inter Connecting Pipelines	in GI
Safety Valves	Can be Standard Made
Ball Valves	1 Set
Glass/Oil Separator	Must be include
Raw material can be use	Fresh Grasses, leaves, bark, wood, roots , rhizomes as well as flowers and spices
Warranty	1 year compulsory
Accessories to be supplied	Quantity
Distillation Still	1 No
Condenser Tubes & Ends	1 No
Water Boiler	1 No
Inter Connecting Pipelines	1 Set
Safety Valves	1 Set
Ball Valves	1 Set
Glass Separator	1 No

Note: Additional warranty may be quoted with extra amount

2. The quotation should be as per enclosed terms and conditions forwarded by hand/post/courier on/or before the closing date in the name of Principal Investigator and Nodal Officer, NAHEP-CAAST Sub-Project, O/o Directorate of Research, Navsari Agricultural University, Navsari – 396 450, Gujarat. **Please mention “Quotation for supply of essential oil extraction machine (NAU-CAAST)” on the top of the envelope.**
3. Government of India has received a financing from the International Bank for Reconstruction and Development (IBRD) in various currencies towards the cost of the National Agricultural Higher Education Project (NAHEP) and intends to apply part of the proceeds of this Loan to eligible payments under the contract for which this invitation for quotations is issued.
4. Payments will be done through Cheque/PFMS after receiving **essential oil extraction machine** and bill in favour of the billing firm.



Principal Investigator & Nodal Officer
NAHEP-CAAST Sub-Project

Terms and Conditions

1. **Bid Price**
 - a) The contract shall be for the full quantity as described above. Corrections, if any, shall be made by crossing out, initialing, dating and re writing.
 - b) All duties, taxes and other levies payable on the Equipment and components shall be included in the total price.
 - c) Taxes in connection with the sale shall be shown separately.
 - d) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
 - e) The prices shall be quoted in Indian Rupees only.
2. Each bidder shall submit only one quotation.
3. **Validity of Quotation**

Quotation shall remain valid for a period not less than 30 days after deadline date specified for submission.
4. **Evaluation of Quotations**

The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which

 - a) are properly signed; and
 - b) Conform to the terms and conditions and specifications.

The quotation would be evaluated for all the items together.
Sales tax in connection with sale of goods shall not be taken in to account in evaluation.
5. **Award of contract**

The purchaser will award the contract to be bidder whose quotation has been determined to be substantially responsive and who has offered the evaluated quotation prices.

 - a. Notwithstanding the above, the Purchaser reserves the right to reject all quotations at any time prior to the award of contract.

5.2 The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.
6. Payment shall be made immediately after delivery after goods.
7. Bank Account Details
The Supplier is required to provide the following mentioned information
 - Name of the Bank and Branch:**
 - Postal Address (with PIN Code):**
 - E-mail and Phone:**
 - Bank Account No:**
 - Account Type:**
 - IFSC Code:**
8. Normal commercial warranty/ guarantee shall be applicable to the supplied goods.
9. All supply and work of above items should be consigned to **Department of Forest Biology & Tree Improvement, College of Forestry, Navsari Agricultural University, Near Eru Char Rasta, Navsari-396450 (Gujarat)** by Courier/in Person. However, the preferred mode of delivery is in person by hand against duly signed and stamped delivery-challan at above mentioned address only.
10. Supplier has to perform on-site live demonstration/training as per specification of item.
11. Original dispatch documents are to be forwarded by way of recorded delivery *i.e.* Registered post/Speed post/Courier in the above mentioned address only.
12. Supplier should submit the pre-receipted bill in triplicate mentioning the purchase order number, date and delivery challan number and date along with the supporting documents if any, such as photo copy and signed by the supplier concerned, as per institute book purchase rule. Each of the Invoice/Bill of the Vendor/Supplier concerned must bear the PAN number (*i.e.* Permanent Account Number) and **Xerox copy of the PAN Card duly signed with seal of the Vendor/Supplier.**
13. The bidder is at liberty to be present or authorize a representative to be present at the time of opening of quotation at the time and date as specified in the schedule. The name and address of the representative, who would be attending the opening of the quotation on the bidder's behalf, should be indicated in his/her quotation. Please also state the name and address of the permanent representative, if any.
14. While the purchaser and the vendor shall make every effort to resolve disputes amicably by direct informal negotiation, even then in any disagreement or dispute arising between them under or in connection with the contract shall be settled under the court of law within its jurisdiction at Navsari, Gujarat. The resultant contract will be interpreted under Indian laws.
15. All rights are reserved with the University Authority to accept or reject the Item without assigning any reasons thereof.
16. **You are requested to provide your offer latest by 17:00 hours on 20/08/2019.**
17. **Supplier can visit the site and discuss the plan of meeting hall to be modernized before submitting final quotation**
18. **We look forward to receiving your quotations and thank you for your interest in this project.**
19. We accept above mentioned terms and conditions

Signature of Supplier
seal/stamp

Quotation

To,

The Principal Investigator and Nodal Officer,
NAHEP-CAAST Sub-Project,
O/o Directorate of Research, University Bhavan,
Navsari Agricultural University,
Eru Char Rasta, Navsari- 396450.

Subject: Quotation for supply of essential oil extraction machine

Reference: No. NAU/DR/NAHEP-CAAST/ **1068** /2019

Date: **31/07/2019**

Dear Sir,

In response to above referred subject, we are submitting our offer for supply of **essential oil extraction machine**

The details are as under:

1. Name of the bidder:
2. Complete address of the Bidder:
3. Bank Name:
4. A/C No:
5. Name of Branch:
6. IFSC Code:
7. PAN Number:
8. Account type:
9. GSTIN :

FORMAT OF QUOTATION

Name of equipment: essential oil extraction machine			
Particular	Specifications	Comply (Yes/No)	Remarks
Distillation unit Loading Capacity	20 kg (120 Litter) to 50 kg (300 Litter)		
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Warranty	1 year compulsory		
Accessories to be supplied		Quantity	
Distillation Still	1 No		
Condenser Tubes & Ends	1 No		
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Name of equipment: essential oil extraction machine			
Particular	Specifications	Comply (Yes/No)	Remarks
Inter Connecting Pipelines	1 Set		
Safety Valves	1 Set		
Ball Valves	1 Set		
Glass Separator	1 No		
Note: Additional warranty may be quoted with extra amount			

OUR BEST PRICE TO FOLLOWING EQUIPMENT/INSTRUMENT/ITEM

Sr.No.	Name of Equipment/Instrument/Item	Qty.	Rate per Item	Total amount(Rs.)
1	essential oil extraction machine	01		
Above Quoted price included GST/VAT and other taxes or Transport, Installation and training if any pertaining to quoted prices				

Gross Total Amount: Rs.

We agree to supply the above goods in accordance with the technical specifications for a total contract price of Rs.....(Amount in figure) (Rs.....amount in words) within the period specified in the Invitation for Quotation.

We also confirm that the normal commercial warrantee/ guarantee of months shall apply to the offered goods.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

We hereby accepted Terms and Conditions (Dully sign accepted)

**Signature of Supplier
Seal/Stamp**