



**भाकृअनुप-राष्ट्रीय प्राकृतिक रेशा अभियांत्रिकी एवं प्रौद्योगिकी संस्थान**  
**ICAR-National Institute of Natural Fibre Engineering and Technology**  
(पूर्व भाकृअनुप-निरजैफ्ट Erstwhile ICAR-NIRJAFT)  
भारतीय कृषि अनुसंधान परिषद INDIAN COUNCIL OF AGRICULTURAL RESEARCH  
12, रीजेन्ट पार्क, कोलकाता -700040 12, REGENT PARK, KOLKATA -700040  
(आईएसओ 9001:2015 प्रमाणित संस्थान ISO 9001:2015 CERTIFIED INSTITUTE)  
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ई-मेल E-Mail- director.ninfet@icar.gov.in, nirjaftdirectorcell13@gmail.com, वेबसाइट/Website:  
[www.nirjaft.res.in](http://www.nirjaft.res.in)



F.No. 8(6)/Adm-III/NINFET/Hank Dyeing Machine/NEH/21-22

Date: 27.01.2022

To

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**Sub: Quotation for Procurement of Hank Dyeing Machine— Reg.**

Dear Sir(s),

You are requested to kindly quote your lowest rates keeping in view the following conditions in respect of the articles indicated overleaf / as per statement enclosed (Schedule to Tender):-

1. No advance payment will be made. However, the payment is normally made within 30 days from the date of receipt of material in good condition as per order.
2. Payment will be made by mode of Cheque / electronic mode to the supplier / firm after satisfactory supply of ordered material / services and receipt of pre-receipted bill.
3. The quantity proposed in the quotation may be increased or decreased at the discretion of the authority while placing the order.
4. Quotations not found according to specification will be rejected / not considered.
5. The firm should supply the printed literature, operational manual etc., if applicable. The firm should also supply a copy of the authorized dealership certificate of the item, if applicable.
6. Quotations should remain valid for 6 months from the date of quotation.
7. The rate should be on F.O.R. ICAR - NINFET basis for indigenous items.
8. No. form 'C' & 'D' for sales tax will be issued. Payment will be made at full rate, if applicable. However, the firm is required to produce the valid sales tax Registration No. The firm should also indicate PAN/TIN as per Income Tax Rules.
9. The Rates quoted should **be clearly be indicated in figure as well as in words**. While quoting the rates, it may be clearly indicated whether the items are **inclusive or exclusive of GST, CST, Excise Duty, Custom Duty, Octroi etc. either in terms of percentage or in absolute term**.
10. Delivery will have to be made normally within 30-60 days from the date of issue of our order **or as mentioned in the supply order unless such extension is allowed by the Institute failing which suitable penalty as indicated in the supply order will be imposed.**
11. The quotation may be handed over to the Purchase Committee of the Institute constituted for the purpose / sent to the office by Hand in sealed cover super scribed with "**Quotation for procurement of Hank Dyeing Machine**"
12. The quotation in soft copy (Scanned copy) may also be sent through E-mail [director.ninfet@icar.gov.in](mailto:director.ninfet@icar.gov.in) / [lammayappan@yahoo.co.in](mailto:lammayappan@yahoo.co.in) within the stipulated time in addition to hard copy
13. In case of any disputes, the decision of the Director, ICAR-NINFET, KOLKATA shall be binding on the part of the contractor/supplier.
14. Director, ICAR-NINFET, Kolkata reserves the right to accept or reject any or all the quotation without assigning any reason.
15. No part supply will be allowed.
16. The items required are for the Headquarter **ICAR - NINFET** and therefore, supply will have to be made accordingly.

Yours faithfully,

(LPC Committee)

S. Debnath (S. Debnath) L. Ammayappan (L. Ammayappan) A. Majumdar (A. Majumdar) S. Javed (S. Javed)

### **Technical Specification of a Hank Dyeing Machine**

ITEMS	SPECIFICATION
Capacity	<ul style="list-style-type: none"> <li>• 5 Kg Hank yarn</li> </ul>
Heating system	<ul style="list-style-type: none"> <li>• Electrical heating arrangement</li> </ul>
Material to be processed	<ul style="list-style-type: none"> <li>• Hank yarn</li> </ul>
Machine body	<ul style="list-style-type: none"> <li>• Made up of SS 316</li> </ul>
Automation of the machine	<ul style="list-style-type: none"> <li>• Semi-automatic control programmer</li> </ul>
Liquor Circulation	<ul style="list-style-type: none"> <li>• Stainless steel pump with motor for liquor circulation</li> </ul>
Working temperature	<ul style="list-style-type: none"> <li>• Up to 100°C</li> </ul>
Chemical / dye input	<ul style="list-style-type: none"> <li>• Additional tank with injector with water in/out provision</li> </ul>

## **INSTRUCTIONS, TERMS & CONDITIONS**

### **INSTRUCTIONS**

1. Each quotation sent by speed post/courier should be enclosed in double cover. The inner cover must be sealed with wax and must be superscribed with "**Quotation Enquiry No.**" .The outer cover should bear only the address of the sender and the received without any indication that there is a quotation inside.
2. Quotations delivered personally should be put in the Quotation/ Tender box kept at the Purchase Section of ICAR NINFET. In case of personal delivery, outer cover is not necessary.
3. All tenders/quotations should be sent to the following address: **The Director, ICAR NINFET, 12 REGENT PARK, KOLKATA-700040 (WEST BENGAL).**
4. If so requested by us tenders/quotations soft copy (Scanned copy) may be sent through E-mail [director.ninfet@icar.gov.in](mailto:director.ninfet@icar.gov.in) / [lammayappan@yahoo.co.in](mailto:lammayappan@yahoo.co.in) and the office is not responsible for the message not legible or not delivered.
5. Tenders/Quotations must be sent sufficiently in advance so that it reaches us on or before the due date and time. Quotation received after the due date & time will not be considered.

### **TERMS & CONDITIONS**

1. **Specification and Make:** Quotation should be given for the exact specification and make as shown in the enquiry against Sl. No. of the item., if in the view of the supplier there is any other alternative item which can serve out purpose, quotation may also be given for the same separately client list along with the order copy of similar equipment supplied to any CSIR Lab / any Govt. Organization including detail of price & all charges must be attached.
2. **Mode of dispatch :** RATE SHOULD BE QUOTED FOR OF DELIVERY at ICAR NINFET 12, REGENT PARK KOLKATA-700040
3. **Delivery Period:** Specific mention should be made about the delivery date.
4. **Taxes:** Rates of all taxes should be indicated clearly, wherever chargeable. This office is not eligible to issue "C" or "D" form. However, the concessional rate of GST admissible to research institutions may be accepted Form of Certificate (FOC).
5. Further, we are also exempted from Excise Duty under notification 10 of 1997.
6. **Insurance:** In the case of FOR destination, insurance should also be covered by you. The goods should be insured in your favour against all risks from ware house to ware house basis. The insurance charges, if any, should be shown separately in the rates quoted.
7. **Packing & Forwarding:** Your rate should indicate packing & forwarding charges separately, if any.
8. **Validity Period:** The validity period of the offer should be clearly specified. It should be at least for **180 days** from the last date of submission of quotations.
9. **Payment:** Payment will be made directly to the supplier(s) on submission of NEFT Mandate form, only after receipt of the stores in good condition and after final acceptance.
10. **Opening of Quotations:** The quotations will be opened by three officers committee of ICAR NINFET.

*L. Jeev*

## INSTRUCTIONS, TERMS & CONDITIONS

### **11. Miscellaneous :**

- i) The supplier is required to furnish: (a) Permanent Account Number as allotted by the Income Tax Department (b) the registration number of DGS&D / National Small Industries Corporation, if so registered as also the period of their validity.
  - ii) Warranty/Guarantee: Terms with name and address of the manufacture should invariably be given.
  - iii) Sample & Literature: Wherever possible and particularly i.e. item no. \_\_\_\_\_ should necessarily be given.
  - iv) Installation, Commissioning & Training: Charges, if extra must be specified wherever applicable.
  - v) AMC: Incase of Plant & Machinery /Sophisticated laboratory equipments the charges of AMC valid at least for 3-3 years must also be quoted. This will be an important criterion for selection of quotation.
  - vi) Spares: We should also like the supplier to suggest the essential spares needed for the equipment/ machines in the next three years and quote for the same positively.
  - vii) Drawings, Diagram and Manual: Incase of machines/equipments the supplier has to provide full drawings/circuit diagrams and blue print-three sets each along with users' manual at the time of supply.
12. **Liquidated Damages:** LD/Penalty @ 1% per week subject to maximum 10% or as decided by the competent authority will be imposed on non-compliance/violation of Purchase Order terms & conditions.
13. **Performance Bank Guarantee Clause:** 3% in the form of Bank Guarantee/D.D/Security Deposit of the total order value needs to be submitted to cover two months beyond the warranty period for any order for equipments **more than ₹2.5 Lakh.**
14. **Acceptance / Rejection :** Director, ICAR, NINFET reserves the right to accept a quotation in part or in full or to reject all quotations or any of the quotations received, for non-compliance or any of the above items, conditions or instructions or for any other reason without assigning any reason thereof.
15. The last date for the receiving the quotation either in soft copy or hard copy is **5.00 PM (IST), February 04, 2022 (Friday)**

Sd/-



**TO FILL UP THIS PAGE (In the Letterhead of the Firm) and submit the scanned copy**

1 (a) Name of the firm/ Organization/ Agency:

(b) Name of the Proprietor/ Partner:

2. Office Address of the Firm:

3. Telephone/ Mobile No. :

4. Fax No. :

5. E-mail Address:

6. Website address if any:

7. i) Trade License No:

ii) PAN No:

iii) GST No:

8. i) Firm's Bank Account No and Type of Account:

ii) Name of Bank & Branch:

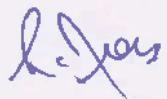
iii) IFSC Code No:

9. Name of Public Sector/Govt. organization/PSU/Central Universities to whom similar services have been provided by the firm during the last four years:

10. Name of authorized representative(s):

11. Whether proprietary or partnership Firm or Company:

Signature of Authorized person of the  
Firm/Agency with seal



## **ANNEXURE III**

### **Quotation Covering Letter**

(Certificate to Be Given On Letter Head as Part of Quotation)

To

The Director  
ICAR NINFET,  
12 Regent Park,  
Kolkata-700040

Sir,

It is confirmed that I/we have fully understood the supply and all other requirements for **Hank Dyeing Machine** at ICAR-NINFET, 12 Regent Park, Kolkata-700040.

1. I/We have understood the total quantum of work by going through the quotation document and/by visiting the campuses. I/We gathered all information needed to understand the requirement of this service contract as per the given details in the prescribed Annexures of the Quotations.
2. I/We have hereby agree to the Terms and Conditions as detailed in the quotations and if given an opportunity to provide services, then agree to execute an agreement as per prescribed proforma given in financial bid.
3. I/We undertake that the documents enclosed herewith are genuine and no material/facts have been concealed or suppressed.
4. I/ We undertake that there are not any legal suit/criminal cases pending against our firm for violation of laws and there is no criminal/ legal suit pending or contemplated against us.
5. I/ We are not blacklisted by any Central/ State Government organization in the field of providing service contract for the development/fabrication service of any Instrument
6. We also understand that the contract is liable to be cancelled if found to be obtained through fraudulent means or by concealment of information/facts.
7. This offer is made to be valid for acceptance by ICAR NINFET within 60 days from the date of opening of the technical bid.

(Signature of authorized  
representative of the firm)

Stamp/Seal of the firm