

## Invitation for Quotations

**ATDC/NHO/2023/TENDER**

**Dated: 02.06.2023**

**ATDC invites quotations for supply of Tool kit items to the trainees under RECF CSR Project. You are requested to submit your quotations by mail or by courier as soon as possible.**

**The price of each item must be specified in quotations along with payment terms. The price should be inclusive of all taxes. The details of items to be supplied are as follows.**

**Ø List of Tool kit items as follows:**

1	Carry bag (Sling) with ATDC and REC Logo , Bag Size approx.(17 inch x 13 inch x 5 inch)	As per the attached sample	01
2	Seam ripper with plastic body	Branded	01
3	Measuring Tape	Cow-head	01
4	Bobbin with Bobbin Case made of stainless steel	Donwei/Tows	01
5	Needle:DBX1-14 (10 pcs per pkt)	White Crane	01
6	Thread Clipper	Golden Eagle	01
7	Scissors 8" Stainless steel with cover	Dexian Brand	01
8	Thread Reel	White-Plyester Branded reel-1000 mt	01
9	Pen	Branded (Nataraj)	01
10	Pencil, Eraser & Sharpener	Branded (Nataraj)	01
11	Notebook (100 pages with ATDC-REC) branding	As per attached specifications/Images	01

**Ø Terms & conditions.**

1. The items to be supplied as quoted vide quotation and as approved by ATDC Purchase Committee.

2. The supplier / vendor is not allowed to alter the rates or add any charges after placing the order as submitted.

3. Any discrepancy reported by Principal or Centre In-Charge the amount will be deducted while making the payment, if supplier fails to supply against the discrepancy.

4. Supplier / Vendor will inform complete details of goods dispatched to the concerned persons mentioned in delivery schedule failing which the penalty levied by transporter will be Charged from supplier / vendor's account.

5. ATDC reserves the right to increase decrease the ordered quantities, cancel or modify the Purchase Order at any point of time without assigning any reason.

6. The payment shall be made within 30 days receiving supplies in full at ATDC- centres after availing receipt confirmation from the centres. The payment terms mentioned in quote shall not be requested after placing order. The vendor should submit challan copy / GR to evidence the receipt of goods at the respective centre. This is as per requirement of Account Deptt. ATDC NHO and it is in the interest of the vendor to furnish the same, to avoid delay payment.

7. LD Clause: the vendor will pay to the buyer penalty for the delay in delivery due to reason attributes to the seller @0.5% of cost of equipment overdue for each of the first four full weeks and @ 1% for each subsequent full weeks of delay thereafter. However the total amount of penalties shall not exceed 10% of the cost of value of equipment delayed. Should the delay be more than three months ATDC may exercise the right to cancel the unfulfilled part of contract. The seller/ vendor undertake to pay the penalties against the buyer's relevant invoices for the direct loss caused by non-delivery of goods.

8. ATDC will deduct 5% of invoice value from the invoices raised by the vendor / seller as a Performance security. The same would be retained by ATDC WITHOUT INTEREST up to Period of three months from the date of invoice.

9. In case of any dispute the same be solved by means of arbitration with New Delhi jurisdiction only.

10. Clarification if any may be clarified through email [purchase@atdcindia.co.in](mailto:purchase@atdcindia.co.in), or telephonically on 0124-4759-512

**There would be a total 300 Tool kit items required for 12 locations (25 each centre).**

**The last date for submission of quotation is 14<sup>th</sup> July 2023 before 05: 00 PM**