



NAVSARI AGRICULTURAL UNIVERSITY

**Dr. T. R. Ahlawat**  
PI & NODAL OFFICER  
NAU-CAAST, NAHEP

**NAVSARI AGRICULTURAL UNIVERSITY**  
ERU CHAR RASTA, NAVSARI, GUJARAT-396 450

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No. NAU/DR/NAHEP-CAAST/ 218 /2023

Date: 01/03/2023

To, Reputed supplier / Agent

Dear Sir/Madam,

**Subject: Invitation of Quotations for Customized Wooden Engraved Photo Frame on Banana Fibre Paper**

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 **customized wooden engraved photo frame on banana fibre paper** to represent at ICBLE at NASC, New Delhi under NAHEP CAAST.

	Description	Required quantity
1	Customized wooden engraved frame on banana fibre paper Size : 12” x 14”	10 Nos.

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 Customized Wooden Engraved Frame on Banana Fibre Paper (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 the items and bill in favour of the billing firm.
5. We look forward to receiving your quotations and thank you for your interest in this project.
6. **For any Quarries contact on 9825092971**

**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 wooden engraved Photo frames 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 **March 31<sup>st</sup>, 2023** 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 **Wooden Engraved Photo Frames** 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 of **wooden engraved photo frames**.

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. All Supply of **wooden engraved photo frames** should be consigned to "**Directorate of Research Office, Navsari Agricultural University, Near Eru Char Rasta, Navsari-396450 (Gujarat)**" by Courier/Post at above mentioned address only.

9. 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.

10. Provide the certificate of authorize dealership along with quotation.

11. If the material found to be defective/damaged or not as per specifications then the materials will not be accepted under any circumstances.

12. 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 should be submitted with Quotation.**

13. 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.

14. The firm should quote only **5% GST (CSGT & SGST) in the bill** as it is our Government Educational Institute and Certificate of Exemption will be provided as and when required or at the time of Delivery.

15. The bill price inclusive of all taxes CGST/SGST and charges for delivery if any at the NAU, Navsari; **however CGST/SGST should be mentioned separately in the bill.**

16. All rights are reserved with the University Authority to accept or reject the Item without assigning any reasons thereof.

17. You are requested to provide your offer latest by **17:00 hours on 13/03/2022.**

18. 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 Purchase of Customized Wooden Engraved Photo Frame on Banana Fibre Paper**

**Reference: No. NAU/DR/NAHEP-CAAST/ 218 /2023**

**Date: 01/ 03/2023**

**Dear Sir,**

In response to above referred subject, we are submitting our offer for **customized wooden engraved photo frame on banana fibre paper** 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 : .....
10. Contact: .....

## FORMAT OF QUOTATION

SN.	Description	Required quantity	Comply (Yes/No)	Price per item (Rs)	Total Amount (Rs.)
1	<b>Customized wooden engraved photo frame on banana fibre paper</b> Size : 12" x 14"	10 Nos.			

**Gross Total Amount: Rs. ....**

We agree to supply the above wooden engraved Photo frames 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 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**