

CHECKLIST OF TERMS AND CONDITIONS

Tender No:IM&EE/MMD/GR-II/R-304/ 17-18

1.	The Tender has to be submitted in TWO BID SYSTEM failing which the tender will be liable for rejection. All technical matters, testimonials, credentials, commercial conditions including the costs like Packing, forwarding, freight, insurance, inspection, taxes & duties etc., has to be mentioned and enclosed in a Sealed envelope duly super-scribing the Envelop as COVER- I i.e., Technical Bid. The Price has to be mentioned separately both in figures and words and enclosed in a separate sealed envelope duly super scribing the Envelop as COVER- II i.e., Price Bid. Both the envelopes i.e., COVER –1 & COVER II has to be enclosed in an another Sealed Envelope duly addressing the Materials Manager, M.M.Division, DLB Building, 4 th Floor, Visakhapatnam Port Trust and super scribing the envelope with the Tender Number and tender due date failing which the Purchaser will not accept any responsibility whatsoever.	YES	NO
2	Please indicate the make and submit valid authorized dealership certificate of the principal manufacturer along with the offer failing which the offer will be liable for rejection.	YES	NO
3	Delivery place:- at VPT general stores, including unloading of material.	YES	NO
4	Guarantee /warranty: please accept for material guarantee/ warranty period of 18 months from the date of supply or 12 months from the date of usage.	YES	NO
5	Please indicate the brand of supply and submit the manufacture technical leaflet along With the offer.	YES	NO
6	Payment 100% through RTGS within 30 days after receipt and acceptance of stores along with required documents.	YES	NO
7	. Please indicate earliest delivery period.	YES	NO
8	Please provide the validity of your offer for a period of 90 days from the date of opening of tender.	YES	NO
9	The tenderer should submit rate of GST applicable, their GST registration details of the firm and HSN code for the products quoted along with their offer.	YES	NO
10	Offers from authorised dealers / stockiest who maintain regular stocks of material of indicated make/brand will only be considered The successful tender to submit the guarantee certificate along material with supply.	YES	NO

NOTE: The tenderer has to furnish checklist for compliance of terms and conditions failing which the offer will be out rightly rejected.