

ICAR-CENTRAL INSTITUTE FOR RESEARCH ON BUFFALOES
SIRSA ROAD, HISAR (HARYANA).

F.No.6-15/CPS/2016-17

Dated: 05.05.2016

Sub: - Quotation for Purchase of Mobil Oil, Gear Oil, and Grease – regarding.

Dear Sir,

On behalf of the Director of this Institute, I am to invite your lowest quotation for supply of under mentioned materials/ stores as per list enclosed:

S.N.	Name of the item (s)	Qty.
1.	Mobi Oil (Servo) 20-w-40 (2 Drum)	420 Litre (Two drum)
2.	Gear Oil 90 No. 1 Drum (210)	210 Litre (One drum)
3.	Grese (Servo) White Color	20 Kilogram

Note: The last date of receipt of quotation is **30.05.2016 up to 2.30 P.M.** The quotation may either be sent by post or dropped in the Quotation box placed in the room of. Administrative Officer of this Institute. This Institute will not be responsible for any postal delay:

- 1 (a) The rates should be quoted in Indian Rupees on FOR Destination basis indicating separately prices, packing, forwarding and insurance extra in clear terms.
- (b) The unit price should be for the same units as indicated above/in the list enclosed.
- (C) Quantity discount, if any should be indicated prominently.
2. Offers on firm price basis will only be accepted.
3. Rates of sales tax should be mentioned both under Central and State Tax Act/Rules should be specifically indicated. **NO FORM 'C' or 'D' WILL BE ISSUED BY THIS INSTITUTE.**
4. Manufacturer's name, their trade mark, brand and model if any, should invariably be mentioned in the quotation. Illustrated leaflets giving technical particulars operation manual etc. should be send along with the quotation to facilitate consideration of offer.
5. The rates quoted should be valid for 30 days from the date of opening of quotation and the delivery period should be 4 weeks from the date of issue of supply order.
6. There should be no cutting /overwriting. The cutting, if any, should be duly attested Un-attested amended/overwritten figures will not be considered.
7. In all matter of disputes, the decision of the Director of this Institute shall be final and binding on the tenderer.
8. Minimum period of delivery of the stores/materials should be specified in the quotation.
9. Quantities of each item to be purchased may vary according to actual requirement of this Institute at the time of placing order / work order.
10. Payment will be made within reasonable time say 30 days after receipts of material/store in good condition and submission of bill at this Institute.
11. Quotation should be sent in a sealed cover indicating the words." **Quotation for purchase of gear oil. File No. 6-15/CPS/2016-17** with last date for receipt **30.05.2016 at 2.30 P. M.** and will be opened on same day i.e. **30.05.2016 at 3.00 PM** in the presence of bidders. Quotation reserved in an unsealed cover or received after due date and those, which ambiguous are liable to be rejected.
12. This Institute reserves the right to reject any or all quotation (s) received without assigning any reasons thereof.
13. The Quotation should be addressed to Director CIRB, Hisar.

(Chetan S. Issar)
Administrative Officer