

Dr. Bhubaneswar Borooh Cancer Institute

A Grant-in-Aid Institute of Department of Atomic Energy, Govt. of India

And a Unit of Tata Memorial Centre (Mumbai)

Gopinath Nagar, Guwahati- 781016

No.BBCI-TMC/Misc-216/Store/ 3540/2020

Date: 17/11/2020

SHORT TENDER NOTICE

Dr. B. Borooh Cancer Institute, Gopinath Nagar, Guwahati- 16 invites quotations from the reputed company, manufacturer, authorized supplier/ dealer etc. for supply of **the following Items**:

Sl. No.	Particulars	Estimated Quantity
1.	Office Table, Size- 4 x 2 ft approx., Make: Godrej/Similar to Godrej	03 nos
2.	Office Almira, Make: Godrej/ Similar to Godrej	04 nos
3.	Office Almira, Medium Size, Make Godrej/ Similar to Godrej	01 no
4.	Revolving Chair, Half Back Rest, Make- Godrej/ Similar to Godrej	02 nos

Terms & Conditions:

- The quantity mentioned in the Short Tender Notice of the above items is an estimate only. Actual requirement of the items may vary (less or more) from the estimated quantity which will be decided by the Management of Dr. B. Borooh Cancer Institute at the time of purchase.
- The quotation must accompany the product details.
- All information asked for must be provided in the same order as in the specifications. Incomplete and ambiguous information will not be accepted.
- Please mention the make/ brand & model or product quote of the items.
- The valid technical offers will be evaluated by a Technical Assessment Committee (TAC) of the Institute. The TAC will recommend the technically short-listed vendors for further consideration. The offers of the technically shortlisted vendors/ products will only be considered for price comparison.
- The successful quotationer shall have to supply the materials to this Institute at his own risk and responsibility and in good condition in all respects.
- The quotation notice is to be duly signed on all pages as a token of having accepted all terms and conditions (no thumb impression is to be affixed).
- The quotation shall be submitted in one sealed and this will be received up to 2:00 PM of **24.11.2020** and the same will be opened on the same day at **3:00 PM**.
- The quotationer should submit their relevant credentials along with the Quotation as follows:
 - Particulars of the participating firm/ vendor/ company (quotationer).
 - Certificate of dealership/ distributor etc. from the appropriate manufacturer in case the quotationer is a dealer/ distributor; OR,
 - Certificate in regard to license of manufacturing in case of manufacturer.
 - Certificate in regard to registration of firms along with trade license.
 - Bank Accounts details of the company/ vendor
 - GST Registration Number
 - PAN number
- The price should be quoted in the following format which should be inclusive of all charges. Taxes, if any, should be shown separately. However, GST will be paid to the successful vendor on prevailing rate at the time of billing/ payment.

Sl. No.	Item	Unit price (Rs.)	Qty.	Amount before GST (Rs.)	GST %	Any other taxes, if applicable	Grand Total (after GST) (Rs.)

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11. The quotation shall include delivery time, payment terms, etc. and other relevant T & C.
12. The rate should be quoted both in figure and in words.
13. Payment will be made within 60 (sixty) days of submission of bill after successful supply of the items.
14. Incomplete quotation not in conformity with the terms and conditions as in this quotation notice will be rejected outright.
15. The undersigned reserves the right either to accept or to reject any or all the quotations without assigning any reason thereof and is not bound to accept the lowest quotation.
16. Decision of the Technical Assessment Committee/ Purchase Committee/ any other committee constituted by the authority of Dr. B. Borooah Cancer Institute shall be final and binding in all cases.

BL-19/17/11/2020

Sr. Administrative Officer
Dr. B. Borooah Cancer Institute
Guwahati- 781016

To:

1. BBCI website www.bbcionline.org
2. BBCI Notice Board