

**CIPET: CENTRE FOR SKILLING AND TECHNICAL
SUPPORT (CSTS), BHUBANESWAR**

Department of Chemicals & Petrochemicals
(Ministry of Chemicals & Fertilizers, Govt. of India)
S-3/79, Sector-A, Zone-B, Mancheswar Industrial Estate,
Bhubaneswar-751010, Odisha
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Invitation for Quotation for Supply of Formal Shoes

TENDER NO. CIPET: CIPET:CSTS/BBSR/Shoes/2024-25/05

LAST DATE FOR SUBMISSION OF BID: 24.01.2025

Submission of Bids

The detailed technical specification is mentioned below in the Bid document, Offer should be of two parts Viz., “**TECHNICAL BID**” and “**COMMERCIAL BID**” both marked with details, sealed and packed separately and send together with another cover with the marking “**Supply of Formal Shoes**”. The content of the both bids should be as under;

The Quotation will be required to submit in two bid system in two separate envelopes as mentioned below:

Envelope No. 1 super-scribed as “Technical Bid” should contain an introductory letter of firm along with copies of documents as evidences. The Individuals/firms/Supplier has to fill up Annexure “A” with his signature along with all supporting documents and samples.

Envelop No. II super/scribed as Quotation for “Financial Bid” and should contain the Quotation form duly signed in each page by contractor/authorized signatory along with priced bid. The Individual/firm has to fill up Annexure “B”.

Both Envelope I & II should be placed in large envelope which should be super-scribed As “**Supply of Formal Shoes**” and addressed to CIPET: CSTS, Sector –A, Zone -B Mancheswar Industrial Estate, Bhubaneswar,Odisha-751010

TECHNICAL BID should include the following:-

- GSTIN.
- PAN card.
- Cancel Cheque.
- Vendor Registration Form.
- Product Catalogue / Image.
- The Technical Bids shall be opening on **27.01.2025 @11.00AM**, after evaluation of technical bid commercial bid shall be open for the qualified bidders.

COMMERCIAL BID should include the following:-

- Statement showing the price of the each items which is mentioned in the Technical Bid.
- Conditional bids will not be accepted. The condition laid down by CIPET: CSTS, Bhubaneswar is final and binding on all bidders.
- The quote should be in Indian Currency (INR).
- Rate Quoted shall be inclusive of Transportation, Packing & inclusive of GST and other taxes.

General Instructions and Terms & Conditions

1. Any Quotation received after the scheduled time or incomplete in any manner will not be accepted.
2. The bidder (Individual/firm) is expected to examine all instructions, terms & Conditions, specifications mentioned as below. Failure to furnish information required in every respect will be the Bidders risk and may result into rejection of the bid.
3. Bids must be received by the Purchaser at the address specified under commercial bid not later than 05.30 PM on 24.01.2025
4. The large envelope (containing separate envelope I & II) will be opened first. Thereafter the **envelope I** i.e. Technical Bid will be opened
5. Those bidders who have not enclosed Technical Bid documents & not submitted. In such cases their **Envelope II** which contains the financial bid will not be considered.
 - a. The **envelope II** i.e. Financial Bid will be opened for those parties who have qualified in the technical evaluation.
6. No bidder shall contact the purchaser on any matter relating to its bids, from the time of bid opening to the time the contract is awarded.
7. Delivery should be completed within 30 days' time from the date of award of contract order.
8. Applicable taxes will be deducted as per prevailing Government rules and regulations.
9. In the case of dispute or differences arising between the purchaser and Supplier relating to any matter arising out or connected with this agreement, such dispute or differences shall be referred within the Jurisdiction of Bhubaneswar (ODISHA).
10. The undersigned reserves the right to accept/reject any or all Tenders without assigning any reason thereof. No claims whatsoever shall be entertained for the loss/damage suffered by the parties/bidders on account of such rejection.

**Director & Head
CIPET:CSTS,Bhubaneswar**

केन्द्रीय पेट्रोसायन अभियांत्रिकी एवं प्रौद्योगिकी संस्थान (सिपेट)
CENTRAL INSTITUTE OF PETROCHEMICALS ENGINEERING & TECHNOLOGY

सिपेट: सीएसटीएस, भुवनेश्वर
CIPET: CSTS, BHUBANESWAR

Vendor Registration Form

VR-2

Applicable for Company/Firm and Proprietorship

Sl No	Particulars	
1	Name of the Firm/Company/Proprietor	
2	Status of Firm	Public Limited/ Private Limited/Partnership/Proprietorship/Govt. Sector/Others
3	Communication Address with PIN Code	
4	PAN No	
5	GST No	
6	TAN No	
7	Contact Details with phone number and email ID and designation	
8	Whether registered as MSME Act 2006	Yes/NO *Provide MSME Registration Number if registered as MSME -
9	Bank Account Number	
10	Bank Name	
11	IFSC Code	
12	Cancelled cheque attached	Yes/NO * please attach bank statement containing all the details above if cancelled cheque is not available

Date:

Place:

Signature

SCOPE OF WORK

Name of the Work: Supply of Staff Formal Shoes

Sl. No.	Description of the Item/Work	Specification	Qty	Rate	Total (in Rs.)
1	Gents Formal Shoes	Brand- KHADIM Model No-35925435961	47		
2	Gents Formal Shoes	Brand- KHADIM Model No-28325628340	46		
3	Ladies Footwear	Brand-KHADIM Model No-34535034550	05		
4	Ladies Footwear	Brand-KHADIM Model No-27838227860	05		
Other Charges (if any- Transportation/GST)					
Grand Total (Including GST)					