

ANNEXURE - A TO ENQUIRY NO - E1193484

ENQUIRY No - E1193484 DTD – 29.03.2010

DUE DATE - 01.05.2010

IMPORTANT INSTRUCTIONS FOR TENDERER

1. The offer shall be in two parts viz

Part I - Technical & Commercial Offer (Techno - Commercial offer).

Part II - Price Offer Only

Both Part - I and Part - II should be deposited /reach us before 11.00 am on due date in two separate sealed envelopes clearly marked with "Enquiry No. Dated & Due Date, Part – I Technical and commercial Bid" on 1st envelope and "Enquiry No. Dated & Due Date part-II Price Bid" to be marked on 2nd envelope. Both the envelopes should be sealed in the 3rd envelope. The enquiry no. dated and due date are to be mentioned on this envelope also. Only part-I will be opened on the same day (i.e. tender opening day) after 2.00 pm.

After scrutiny of Part - I, the price bid viz, Part II will be scrutinized only for those offers which are meeting all our technical and commercial requirements. The price bid shall be opened in Tender Room under intimation to successful bidders.

2. Following information should be covered under Technical & Commercial bid (Part-I)

2.1 Confirmation of meeting all points of Drawings & ENCLOSED SPECIFICATION clause-by-clause, else offer will be technically rejected.

2.2 Delivery schedule
Delivery shall be guaranteed by acceptance of:

- i) **Penalty** for delay in supply – A penalty of 0.5% of P.O. value shall be imposed or levied on each week or part thereof for delay in supplies from P.O. delivery subject to max. 10% of P.O. value.
- ii) **Delivery** shall be counted from the issue date of Letter of Intent (L.O.I.)/PO's.