

MAHARASHTRA STATE INSTITUTE OF HOTEL MANAGEMENT AND CATERING TECHNOLOGY AND
RESEARCH SOCIETY, PUNE



MAHARASHTRA STATE INSTITUTE OF HOTEL MANAGEMENT
AND CATERING TECHNOLOGY

(UG & PG – Degree Programme)

412 – C, K.M.MunshiMarg, BahiratPatilChowk, Shivajinagar, Pune – 16.

☎ - 25676640 Email: msihmcttpo@gmail.com , web site: msihmctrs.in

REF: MSIHMCTRS/BHMCT/2019/ 362 (14)

Date: 27/05/2019

To,
As mentioned behind

Sub: Inviting quotation for Backup Batteries for Lifts at the extension building.

Dear Sir/Madam,

We would like to invite quotation for Backup Batteries for Lifts at the extension building as per the specifications detailed overleaf.

You are requested to send the quotation as per the terms and conditions for the same on or before 10th June 2019 till 05:00 pm by hand or by post.

Approximate Cost of each battery is approximately Rs. 900/- including GST and considering buy back of old batteries.

km
Principal *24/5*
(UG & PG – HMCT)
MSIHMCT, Pune.

24/5
24/5
Terms & Conditions:

1. The institute has the right to reject the quotation received after due date as specified above.
2. Payment will be after 30 days of Delivery.
3. Free delivery at customer premises and installment in the designated area.
4. GST and other taxes as applicable should be mentioned separately.
5. The order must be completed and delivered within 30 days from the date the PO is issued.
6. The quantity and quality must match with the requirement.
7. The Quotation must have a validity of 6 months.
8. **Kindly mark Degree Office and reference number on top of the Quotation Envelope.**
9. Quotations will be required in Two Envelope System as required one envelope will contain Technical Specification (Technical bid) & Another will Contain Commercial Quote.
10. The technical Specification Envelope must have the following documents:
 - Registration of the GST and Number
 - Registration of Business & Number.

P.T.O.

- Taxes paid up to March 2019.
- Specification Sheet / leaflet if any to be provided.
- Quality Certificate & Service assurance certificate to be provided.
- If the supplier is not a manufacturer then all above for the manufacturer and / or Authorization Certificate (As applicable)

11. Quotation form should be duly filled in, signed and stamped by authorized person, and should be accompanied by necessary documents attached in Envelope no 1 (Technical Bid) and Envelope No.2 (Commercial Bid)

(To be printed on the letter head of the firm) (If applicable)

FORMAT 1

No.

Date:-

AUTHORISATION LETTER

To

The Principal

Maharashtra State Institute of Hotel Management and Catering Technology and Research Society,
Pune,

Sub: Authorisation for submission of Quotation for _____

Ref: Your Tender No.

Due on _____

Dear Sir

With reference to above, this is to inform you that. We, _____ are an established manufacturer of _____, having factory at _____ since 19___/ 20___.

We do hereby authorise M/S _____ to quote and negotiate for item/s mentioned in Quotation enquiry number _____ Due on _____.

We further undertake that the products supplied by M/S _____ will be fully supported by us during and after the warranty period and all service calls will be attended by us / our authorised service provider promptly.

The list of Authorised service providers in India/ Maharashtra is attached herewith.

Thanking you.

For _____

Authorised Signatory

Date Name --

Place -

Designation

P.T.O.

smj

Specification for **Backup Batteries**

- 1) The battery should be of 7Ah and of 12 Volts
- 2) Total of 16 nos of batteries.
- 3) Please quote buy back discount figure in your quote **SEPERATELY** for the old batteries.

km
24/2
Principal
(UG & PG - HMCT)
MSIHMCT, Pune.

Sm
OTC

P.T.O.