



# भारतीय समुद्रीय विश्वविद्यालय Indian Maritime University

(केन्द्रीय विश्वविद्यालय, भारत सरकार / A Central University, Govt. of India)  
कोलकाता परिसर / Kolkata Campus

No. IMU-KC/Misc./18-19

Date: 15.10.2018

Sub: Quotation for procurement of Material Handing Trolley at IMU-KC

Sealed quotations are invited for Material Handing Trolley at IMU-Kolkata Campus. Bidders are requested to submit their rates in the following format:

Sl. No.	Description of the item	Quantity	Rate per unit (in Rs.)	Applicable Taxes per unit	HSN Code	Total rate per unit (including taxes)	Total amount (Rs.)
A	B	C	D	E	F	G = D+E	H = C x G
	a. Type of Trolley – General purpose (cart Trolley) b. Stainless Steel c. Overall Size of Trolley (L x W x H) – 914 x 609.6 x 914 mm d. Thickness of Platfrom surface plate – 1.2 mm e. Loading capacity – 50 Kg. f. Weight of trolley – 35 kg. g. Ground Clearance – 100 mm h. Handle to be attached with trolley i. No. of Shelf/ Rack – 1 no. j. Nature of Movement of Trolley – Manual k. Side Railing – 4 l. No. of wheel – 4 m. Wheel material – Solid Rubber types n. Wheel Size (mm) – 150 mm o. Type of wheel movement – Front fixed & amp, Rear swivel castors p. Finishing of surface edge – Free from sharp edges and rounded edge/corner q. Paint – Each trolley shall be free of rust and shall be aesthetically painted/powder coated. r. Warranty – 2 Years	04 nos.					
Total							

- An indicative picture of the Trolley is attached herewith in Annexure – I.

*Amrta*

**Terms & conditions:**

1. Bidders are to quote their rates strictly as per above format in their letterhead with official stamp and signature.
2. The rates quoted should be inclusive of delivery but excluding Taxes which should be stated separately as mentioned above.
3. The bidder should submit the GST certificate.
4. The rates quoted should be valid for three months from the last date of submission of quotation. IMU-KC may place orders during the said period depending on requirements.
5. Items should be delivered preferably within 3 (Three) weeks of placing order.
6. Submission of multiple bids by a single firm will lead to rejection of the bids and IMU-KC may black list such firms from future participation.
7. Last date of submission of quotation is 30.10.2018.
8. IMU-KC reserves the right to split the order between different bidders in case of tie.
9. The quotation is to be submitted in sealed envelope clearly subscribing "Quotation for Material Handing Trolley".
10. The envelope should be addressed to the Dy. Registrar, Indian Maritime University, P – 19 Taratala Road, Kolkata — 700 088 and deposited in the Tender Box kept at the Dy. Registrar's office (1<sup>st</sup> floor, Room No. 130) or can be sent by the post. Quotations not superscribed a will be rejected.
11. The envelopes are to be sealed properly with gum and not by stapler pin.
12. Payment will be made through Bank Transfer after successful delivery of the items and their acceptance.
13. The criteria for selection will be on the basis of cost and quality as well. Merely lowest quote does not guarantee the award of the order. The decision of the committee / Director will be final in this regards.

  
O.I.C. - Purchase

