



भारतीय समुद्री विश्वविद्यालय Indian Maritime University

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

Tender no: IMU-KC/Hot Beverage Vending Machine /2018-19 dated 25.10.2018.

Sub: Quotation for installation of Hot Beverage Vending Machine and provision of materials at IMU-KC.

Sealed quotations are invited from service providers towards installation of Hot Beverage Vending Machine at IMU-KC for 1 year from the start of the first service.

Sl.No.	Items	Monthly Quantity/Rent	Rate in Rs. Excluding GST	GST	Total Amount
01	Vending Machine (4Lane or 2 lane)	(04lane – 01,02 lane-01) / 2 lane - 03			
02	Coffee Premium Mix	40 kg			
03	Lemon Tea Mix	20 kg			
04	Dairy Whitener	40 Kg			
05	Tea Bag	45 packets of 200 tea bag each			
06	Disposal Cups (150 ml)	10,000			
07	Tea Bag-Green Tea Pure & Light / Honey Lemon	400 tea bags			
08	Masala Lemon Tea	10 kg			

Description of work: Installing Hot Beverage Vending Machine and provision of materials at IMU-KC.

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 exclude GST which should be mentioned separately in column 5.
3. The copies of GST certificate, PAN, AADHAR card and a list of clients should be attached with the quotation.
4. The service should start within 05 days of issue of work order.
5. 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.
6. The tenders are to be submitted in a sealed envelope, clearly super-scribing '**Quotation for installation of Hot Beverage Vending Machine and provision of materials at IMU-KC**'. The bid should be addressed to 'The Deputy Registrar, Indian Maritime University-Kolkata Campus'. It should be sent to the address: The Deputy Registrar, Indian Maritime University, Kolkata Campus, P – 19, Taratala Road, Kolkata — 700 088. The cover containing the quotation should be either sent by post/courier or is to be deposited in tender box kept at Dy. Registrar's office (1st floor, Room No. 130), within due date & time.

पी-19, तारातला रोड, कोलकाता-700 088 / P-19, Taratala Road, Kolkata - 700 088
Phone : (033) 2401 4673 / 74 / 76 / 78 / 1946, Fax : (033) 2401 4333, Hostel : 2401 4675
Email : director.kolkata@imu.ac.in
Website : www.merical.ac.in & www.imu.edu.in

7. The envelopes are to be sealed properly with gum and not by stapler pin.
8. Last date of submission of quotation is 26.11.2018 by 1700 hrs.
9. IMU-KC reserves the right to accept or reject any of the quotations without assigning any reasons thereof. The decision of IMU-KC will be treated as final and binding.
10. The bidder shall have to pay the Earnest Money Deposit (EMD) of Rs. 1000.00 in the form of Demand Draft drawn in favour of 'Indian Maritime University, Kolkata Campus' on any nationalised bank, payable at Kolkata, along with the Technical Bid.
11. Tender can be downloaded from www.merical.ac.in.
12. Payment will be made within 15 days of submission of bill, provided there is no discrepancy in the bills. IMU-KC will not be responsible for any delay in payment of the bill, though IMU-KC will endeavour to settle the bill within time.
13. The firm will be given 7 days' notice to discontinue services.
14. There will be no advance payment.
15. Suppliers who have been discontinued/debarred on account of poor service will not be entertained and then bid will be rejected.
16. Lowest bid is not the only criteria for award of work.
17. The firm should have supplied to atleast three reputed organization for a period of atleast 6 months. (Proof to be attached).
18. For any clarification mails can be sent to dradmin.kolkata@imu.ac.in.



Assistant Registrar