

**RATHINDRA KRISHI VIGYAN KENDRA  
PALLI SIKSHA BHAVANA  
VISVA-BHARATI, SRINIKETAN**

Ref. No. P.O./ ENQUIRY PSB/KVK/CFLD/160(vi)/2017-18

Dated: 10.11.17

LAST DATE OF SUBMISSION	20.11.17
HOURS (I.S.T)	5:00 pm

To  
M/s

RKVK website

Dear Sirs,

Please quote your lowest rates for the following items so as to reach to Prof. A.K. Chatterjee  
Principal, Palli Siksha Bhavana and Incharge Rathindra KVK Institute of Agriculture, Visva-Bharati,  
Sriniketan on before the date and time noted above.

Please see terms & conditions as mentioned below, which are essential specially item 1 the failure in compliance of which may lead to rejection of the quotation.

SI No.	Description/specification	Quantity
1.	Field pea, variety - Rachna	600 Kg

**Terms and Condition of Purchase:**

1. The offers addressed to Prof./Dr. A.K. Chatterjee, Principal, Palli Siksha Bhavana and Incharge, Rathindra KVK, Visva-Bharati, Sriniketan 731236. must be sealed and marked as

Enquiry No. ----- Dated-----Due Date.....On the face of the envelope.

2. Apart from other applications in respect of quality, standard, terms etc. the offer should specially clarify the points noted below, in the following order:

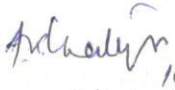
- |                            |                              |                                 |
|----------------------------|------------------------------|---------------------------------|
| (i) Validity of offer      | (V) Excise Duty              | (viii) Other incidental charges |
| (ii) Period of Delivery    | (vi) Insurance               | The rates and terms             |
| (iii) Place of Delivery    | (vii) Packing and Forwarding | should be noted on              |
| (iv) Central Sales Tax/VAT | Charges and Freight          | F.O.R./F.O.B. basis or          |
| Sales Tax / Service Tax    |                              | Delivery at V.B. site           |

3. Below are the details of the above points:

(i) Validity of the offer: - Here please mention the time (From----- To-----) up to which your quotations shall be current. The quotation shall have no right to revise them within the period given here on the plea of fluctuations in the market rate. Normally the validity of the offer should be for a specified period of 90 days.

- (ii) Time of Delivery: - State the period during which the supplies will be effected by you in full.
- (iii) Place of Delivery: - Mention clearly the place of destination and mode of transit by which the supplies will be effected without any extra charges. The university will prefer F.O.R. Santiniketan price in case of outstation suppliers, and delivery at our site in case of local suppliers.
- (iv) Central Sales Tax: - State the present rates liveable. In case the same is not applicable, mention 'Not applicable' and if the prices are inclusive of this sales tax, please write 'Included in the Prices'. The S.T/VAT/I.T. PAN No. or Registration Number (as the case may be) should invariably be quoted in the offer, photo copy of the latest clearance certificate of the above be enclosed with the offer, failing which the offer will not be considered.
- (v) Provincial Sales Tax: - As detailed under (iv) above.
- (vi) Excise Duty: - As detailed under (iv) above (V.B. can provide Excise Duty exemption certificate wherever applicable).
- (vii) Insurance: If the rates are inclusive of insurance, please write 'Included in the prices' otherwise state "Not included". In case local suppliers where insurance is not necessary, they may mention 'Dose not arise'.
- (viii) Packing and forwarding charges: - If these charges are accounted for in the prices quoted by you, please mention 'Included in the prices', otherwise please give an approximate charge thereof. It may be noted that the University will pay only the actual expenses on these accounts.
- (ix) Other incidental charges: - Other charges which are not fully accounted for by the replies given above, may be mentioned.

4. University reserves the right to accept/cancel any of the tender or part thereof without assigning any reason.
5. Suppliers having rate Contract with central or Provincial Government should quote along with a certified copy of the current Government Rate Contract.
6. The offers must be accompanied by the related catalogues, leaflets, brochures and sample wherever possible, while every effort is made to return the samples to the suppliers, the Principal, Palli Siksha Bhavana and Incharge KVK/ Indenter cannot accept any responsibility in this respect.
7. All quotations should be net, after showing discount etc.
8. If the term of the quotation etc. are vague, incomplete, contradictory and confusing, the offer will be rejected without any explanation.
9. The suppliers will be informed of decision in due course in case of decision in their favour any interim enquiries about offers will not be attended to.
10. Once the offer is accepted by the principal Palli Siksha Bhavana and Incharge KVK / Indenter and the order is placed on the basis, the suppliers will have to deliver the goods accordingly within the stipulated time, or meeting the compensation for loss, if any, on account of non-execution of the supply order.
11. Liquidated Damage: - Visva-Bharati reserves the right to impose liquidated damage as and when required; the rate of penalty will be as par with the same of the Govt. of India's instruction.
12. Bank commission where applicable will have to be borne by the suppliers.
13. All disputes subject to "Bolpur, Birbhum, West Bengal Jurisdiction" only.

  
10.11.17  
Principal  
Palli Siksha Bhavana &  
Incharge Rathindra K.V.K.  
Visva-Bharati, Sriniketan