



परमाणु ऊर्जा शिक्षण संस्था

(भारत सरकारके परमाणु ऊर्जा विभागका स्वायत्त निकाय,)

ATOMIC ENERGY EDUCATION SOCIETY

(An Autonomous Body under Department of Atomic Energy, Govt. of India)

केंद्रीय कार्यालय, वेस्टर्न सेक्टर, पऊशिसं-6, अणुशक्तिनगर, मुंबई-400 094

CENTRAL OFFICE, Western Sector, AECS-6, Anushaktinagar, Mumbai-400 094

दूरभाष / Telephone : 2556 5049 / 2550 3328 / 2557 1501 / 2550 3310

By Regd. A/d.

AEES/PC/Medals/2019-2020/

September 11, 2019

Last date for receipt of quotation:
18/09/2019 upto 1600 hours

Sub: Procurement of Insignia and Certificates.

Sirs,

For and on behalf of Atomic Energy Education Society (AEES) sealed quotations are invited for supply of Insignia and Certificates to the employees of AEES who are completing 25 years of service in AEES.

Terms and conditions : As per the details at Annexure – I

Specification and quantity : As per details at Annexure – II

Please note that the quotations should be clear and without ambiguity. Overwriting will not be permissible. Any incomplete offer or offers with insufficient details will not be considered.

AEES reserves the right to accept or reject any of the quotation irrespective of the status without assigning any reason.

Yours faithfully,

(A.GANESAN)

A.O-II

TERMS AND CONDITIONS

01	Price	:	Price quoted shall remain firm and there will not be any change whatsoever.
02	GST	:	GST will be paid extra at actuals. You are required to furnish a Certificate along with Invoice as per Appendix 'A'.
03	Validity	:	Your quotation shall be valid for at least 30 days from the date of opening of the tender enquiry.
04	Delivery& Consignee	:	Free delivery should be made within 15 days of receipt of the work order at the following address: Principal & Head, Academic Unit, Atomic Energy Education Society, AECS-6, Western Sector, Anushaktinagar, Mumbai – 400 094.
05	Paying authority	:	Accounts Officer Atomic Energy Education Society (AEES) AECS-6, Western Sector, Anushaktinagar, Mumbai – 400 094.
06	Bill	:	The bill in triplicate addressed to Accounts Officer, AEES should be submitted to Chief Administrative Officer, Atomic Energy Education Society, Western Sector, Anushaktinagar, Mumbai 400 094 along with : <ol style="list-style-type: none"> 1. Delivery challan duly signed by consignee 2. Pre stamped receipt 3. Final Acceptance Certificate 4. Bank Details <ol style="list-style-type: none"> a) Name of the Account holder b) Account Number c) Name of the Bank d) IFSC code e) Branch Name f) Branch Code 5. GST Registration No. 6. PAN Registration No.
07	Payment	:	Full payment will be made through e-transfer within 15 days from the date of receipt of final acceptance of the materials and your Invoice. No advance payment will be made. The payment will be made on the actual quantity of materials supplied.

08	Last date	:	Your sealed quotation should reach at the following address on or before 16/09/2019 positively in a sealed cover super-scribing “ Quotation for procurement of Insignia and Certificates “ Chief Administrative Officer Atomic Energy Education Society, Western Sector, Anushaktinagar, Mumbai – 400 094.
09	Please note that if the item supplied is found to be of inferior quality, or in damaged conditions or spurious, the same must be replaced by you at your own cost.		

(A.GANESAN)
A.O-II

SPECIFICATION AND QUANTITY

Sr.No	Particular		Qty.	Rate (Rs.)	Amount (Rs.)
01	Insignia	:	Brass, 3” Diameter, Golden polish, Engraved picture of Dr. S. Radhakrishnan	48 Nos	
02	Box (to keep the Insignia)	:	Velvet box of suitable size for keeping the Insignia	48 Nos	
03	Certificate	:	A4 size (text & images in colour printing) on glossy paper with lamination.	48 Nos.	
04	Total				
05	GST @ _____				
06	Grand Total Sr. No 4 &5				
07	Delivery Free at site				
08	Validity				
09	GST Registration No.				
10	PAN No.				
11	Any other information				

Note: Before quoting the rates, you are requested to visit our office for sample.

Date: _____

Signature with seal

Annexure – II to the tender enquiry No.AECS-2/F./Mementoes/2019-2020/
Dated 11th September, 2019

Specification and quantity for mementoes

Sr.No	Particular		Qty.	Rate (Rs.)	Amount (Rs.)
01	Medallion	: Brass, 3" Diameter, Golden polish, Engraved picture of Dr. Radhakrishnan and sticker's on Awardees name	13 Nos		
02	Total				
03	GST @ _____				
04	Grand Total Sr. No 2 & 3				
05	Delivery Free at site				
06	Validity				
07	GST Registration No.				
08	PAN No.				
09	Any other information				

Date: _____

Signature with seal