



परमाणु ऊर्जा शिक्षण संस्था (पंजीकृत)

(भारत सरकार के परमाणु ऊर्जा विभाग का स्वायत्त निकाय)

ATOMIC ENERGY EDUCATION SOCIETY

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

केंद्रीय कार्यालय, वेस्टर्न सेक्टर, पऊशिस-6, अणुशक्तिनगर, मुंबई-400094

CENTRAL OFFICE, Western Sector, AECS-6, Anushaktinagar, Mumbai-400094

दूरभाष / Telephone : 2556 5049 / 2550 3328 / 2557 1501 / 2550 3310 Ext. 222/225

वेबसाइट / website : aees.gov.in ईमेल आय. डी. /email id : pc-aees@nic.in

AEES/PC/Ball Point Pens/2019-2020/2305

11th September, 2019



Last date for receipt of quotation:
16/09/2019 up to 1000 hours

To

M/s. _____

Sub: Inviting sealed quotations for supply of Ball Point Pens (Blue) for Central Office, AEES

Sir (s),

For and on behalf of Atomic Energy Education Society (AEES), sealed quotations are invited for supply of Ball Point Pens (Blue) at Atomic Energy Education Society, Mumbai as per the details given below:

Terms and conditions	: Annexure I
Description and quantity	: Annexure II
Place of Delivery	: Atomic Energy Education Society Central Office, AECS-6, 'A' Wing, Western Sector, Anushaktinagar, Mumbai – 400 094.
Consignee	: Asstt. Administrative Officer (R & V) Central Office, AECS-6, 'A' Wing, Western Sector, Anushaktinagar, Mumbai – 400 094.

AEES reserves the right to accept or reject any of the quotation, irrespective of the status without assigning any reason. Please note that sealed quotation should be clear and without ambiguity and should be in accordance with the terms of enquiry only. Any incomplete offer, offer with insufficient details and conditional offer will not be considered. No fax/e-mail quotations will be accepted.

Yours faithfully,

A. Ganesan
11/9/19
(A. Ganesan)

Administrative Officer – II

Terms and conditions

01	Price	:	Price quoted shall remain firm and final and there will not be any escalation whatsoever.
02	GST	:	GST will be paid extra as applicable & it should be specified in your quotation if not included in the price.
03	Validity	:	The validity of the rates quoted periods should be at least 60 days from the date of opening of the quotation.
04	Delivery	:	The delivery should be made free of charge within 05 days from the date of issue of purchase order.
05	Payment	:	<p>Full payment will be made within 20 days by e-transfer after receipt of the materials at site. No advance payment will be made. Payment will be made on the actual Material supplied.</p> <ol style="list-style-type: none"> 1. Receipted copy of the delivery challan 2. Bills in triplicate 3. Pre stamped receipt 4. Final Acceptance Certificate from the consignee <p>5. Bank Details : a) Name of the Bank b) Branch c) Branch Code d) IFSC Code e) Account Number f) Account Holder's Name</p> <p>Note: The bill addressed to the Accounts Officer, AEES (paying authority) should be submitted to the Chief Administrative Officer, Central Office, AEES, Western Sector, Anushaktinagar, Mumbai – 400 094.</p>
06	Last date	:	<p>Your sealed quotation should reach at the following address on or before 16/09/2019 by 1000 hours in a sealed envelope superscribing on the envelope “Quotation for supply Ball Point Pens (Blue) for Central Office, AEES”.</p> <p>Chief Administrative Officer, Atomic Energy Education Society Central Office, Western Sector, Anushaktinagar, Mumbai – 400 094.</p>
07	If the material supplied is found to be of inferior quality, in damaged condition and not as per the specifications, the same will have to be replaced by you at your own cost.		
08	Late/delayed quotation will be totally rejected.		
09	Overwriting, corrections etc. must be avoided in the quotations. Any alternations in the figure shall be countersigned by the authorized person of the company.		
10	One number sample “Ball Point Pen” to be submitted alongwith quotation.		

A. Ganesan
 11/9/19
 (A. Ganesan)

Administrative Officer - II

Sub: Inviting sealed quotations for supply of Ball Point Pens (Blue) for Central Office, AEES

DESCRIPTION & QUANTITY

Item No	Description	Quantity	Rate per unit in figures (Rs.)	Rate per unit In words (Rs.)	Total Amount (Rs.)
1.	Supply of Ball Point pens (Blue) as per requirement. Winner/ Montex / linc Pens/ Cello or equivalent	6500 Nos.			
A	Total				
B	GST @ ____ %				
C	Grand Total (A + B)				
D	Terms of Payment as per tender				Yes/No
E	Validity period of rate quoted				
F	Delivery : Within 05 days				Yes/No
G	GST Registration No.				
H	PAN No.				

Place:

Date:

Signature: _____

Seal of the firms/Company