

SEAFARERS' WELFARE FUND SOCIETY

(Autonomous Body of Ministry of Ports, Shipping and Waterways Government of India)

(Registered Charitable Trust-Regn.No.F/1364/BOM)

Nau Bhavan Building, Ground Floor, R. K. Marg, Ballard Estate, Mumbai-400 001

Tel.No.20826980, 22626981, Email-swfs1966@gmail.com

TENDER NOTICE No.2 of 2023

Ref. No. 2-SWFS(4)/04-06/2023

Date:15/02/2023

Quotation for the Supply of computer hardware i.e. (1) 2 All in one Printers (2) 1 Document Scanner
Last date for submission of quotation 01/03/2023 before 11.30 a.m.
To be submitted to : Seafarers' Welfare Fund Society, Mumbai at the address given above.

Name of the firm/Agency/Vendor.					
Address of the firm/Agency/Vendor	Tel:		Fax:		
	Mobile				
	E-mail				
	Quotation for the supply of computer hardware.				
Sr. No.	Item specification	Qty	Unit price (to be filled by the authorized dealers)	Total Price (to be filled by the authorized dealers)	Warrant period for the item (to be filled by the authorized dealers)
1	HP Printer All in one HP LaserJet Pro MFP M329dw	2			
2	Document Scanner HP Scanjet 2000 S2 Scanner	1			
	<u>Add:</u> GST %				
	Total sales price quoted				

Please Note: Authorized dealers only should quote the price in the SWFS Price bid Performa only on their official letter head with the Tender documents signed by the authorized person with the official stamp.

Signature of the authorized signatory with seal
(To be signed by Authorized Dealer)

TERMS & CONDITION	
1	Quotation must be submitted by bearer or sent by post so as to reach the office latest by 01/03/2023 before 11.30 a.m. in a sealed envelope addressed to the Chief Administrative Cum Accounts officer, Seafarers' Welfare Fund Society, Ground Floor, Nav Bhavan, R. K. Marg, Mumbai- (1) Forwarding letter on the official letter head of the authorized dealer. (2) Supporting documents of previous purchase order in the related field. (3) Supporting technical literature/brochure of the brand item for which the rate is quoted.
2	Loss or delay in postal/courier transit will not be considered as valid reason for non-receipt of the tender in time.
3	Quotations are invited from the authorized dealer (attach certificate/letter) only in sealed envelopes super scribing the wordings "Quotation for Computer Hardware". Quotation should be submitted by 01/03/2023 before 11.30 a.m.
4	Quotation should indicate the rate per unit item on FREE DELIVERY AT SITE basis and shall be in INCLUSIVE OF ALL APPLICABLE TAXES as well as INSTALLATION COST .
5	The quotation should indicate the delivery period of the products at the desired locations as mentioned. Delay should not be more than 7 days from the issuance of purchase order.
6	All damaged or unapproved goods shall be returned at the risk and cost of the bidder and the incidental expenditure thereupon shall be recovered from the concerned party.
7	Tender should also confirm the stipulated warranty period mentioned with the specification of item at the columns specified in the price bid Proforma.
8	a) Rates offered should remain valid for atleast 3 months from the closing date of the Tender. b) Delivery must be completed in full within 7 days from the date of the placement of the purchase order. c) In case of failure of the L1 tender to execute the order within scheduled delivery time, then order would be placed with the respective L2 tenderer. If the later is agreeable to as per rate of L1Tenderer.
9	Valid Goods & Service Tax (GST) Registration NO. copy be forwarded along with tender.
10	The Successful tender shall have to deposit a sum of Rs. 5000/-as Security deposit within 15 days through Banker's cheque/Draft from any scheduled bank, drawn in favour of Seafarers' Welfare Fund Society payable at Mumbai which will be retained by SWFS without interest till the Warranty period. In the event of the supplier falling to execute the orders without sufficient reasons acceptable to SWFS, the Security Deposit will be forfeited.
11	The supplier shall have to apply for the refund of security Deposit along with Original receipt against the Security Deposit. Before releasing the Security Deposit the Firm/Supplier shall also have to submit a certificate that they have no claims against SWFS under this order in the following format. I hereby certify that there are no claims against SWFS under the Tender Ref. No. 2/SWFS/(4)/04-06/2023 and you are requested to release the Security Deposit as soon as possible.
12	SWFS Administration reserve the right to accept or reject any or all the Quotation without assigning any reason and modify the total requirement at any stage.
13	Any dispute arising out of order the purchase shall be subject to the exclusive jurisdiction of court in Mumbai City Only.
14	Liquidated Damage: In case the supply is not completed within the aforesaid stipulated period liquidated damaged @0.1%of the total value of order for delay of per day or part there of subject to deduction of maximum 10% of the value of order.
15	Tenderer may please note that non-submission of any of the aforesaid documents might lead to disqualification of their offer. The Tenderer shall be required to produce documents as mentioned above in original, as and when called for by SWFS Authority.
16	Part Delivery of Material will not be accepted.
17	Sealed envelope containing the Tender should super scribe the words "Quotation for the supply of Computer Hardware". Due date: 01/03/2023 before 11.30 a.m. Quotations will be opened on next day or as decided by the management.

TERMS OF PAYMENT:

Payment would be released after satisfactory report of installation of computer hardwares & its Commissioning and submission of Original Tax invoice against the order issued by the SWFS unless there are any unforeseen circumstance.

Certified that we are quoting the above rates after having gone through the specification of the item individually in addition to Terms & Conditions & Terms of payment mentioned above which are agreed by us.

Signature of the authorized signatory with seal
(to be signed by the authorized dealer)

Date: