

Dated: 6.03.2019

To,
National Museum Website, E-Journal

Sub.: Annual Rate Contract of **procurement of mounting items for use in the National Museum**- regarding.

Sir,

National Museum, Janpath invites sealed quotations from all established firms of Mounting items for use in the National Museum under ARC. Sealed quotations may be submitted in sealed envelopes super scribed as Quotation for "**procurement of Mounting items**" addressed to the Administrative Officer, National Museum, Janpath, New Delhi, So as to reach the undersigned by 02.00 p.m. on or before 27.03.2019 *Quotations will be opened on the same day i.e. 27.03.2019 at 3.00 PM by the Local Purchase Committee of the National Museum* in the items presence of the tenderers or their representatives who may like to be present. Specification of are mentioned in Annexure -A

Eligibility Criteria and Terms and Conditions

1. The invitation is open to all established genuine vendors who are having PAN/TAN/GST/TIN registration in their name
2. 'QUOTATION for "**procurement of Mounting items**" should be written in block letters on the top of the Envelope. Last date of submission of the quotation and office reference No. may also be mentioned, on the envelope.
3. The proprietor or his agent shall be available on his telephone (Office as well as residence) and also on mobile phone so as to enable this office to call him in emergency cases.
4. Firm/ Agency who is short listed for the said works/items, in the first instance, have to submit a sample in the National Museum for testing their quality. After getting the approval of the sample, the firm has to supply the materials in the National Museum.
5. The supplier will also be responsible for delivery of the goods in good condition in the office of National Museum at his own risk and cost.
6. It should be mentioned whether the products for which rates are quoted are from authorized dealer or not.
7. The cost of each unit brand is to be mentioned clearly. Wherever MRP is indicated on the product, the quotation should indicate whether discounts are allowed on MRP and if so, how much.
8. Any other charges, if any, such as packing and forwarding, delivery charges, GST etc. should be mentioned clearly and separately. In case nothing is mentioned in this regard then it will be presumed that the rates quoted by the firm are inclusive of all such charges/taxes and no claim otherwise will be entertained against these later on.

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