

**FERRO SCRAP NIGAM LIMITED**  
**(A GOVERNMENT OF INDIA UNDERTAKING)**  
**EQUIPMENT CHOWK, CENTRAL AVENUE**  
**POST BOX NO. 37**  
**BHILAI 490 001(C.G)**  
**(website - www.fsnl.nic.in)**

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E-mail : nivedit.mathur@fsnl.co.in

**SINGLE TENDER****ENQUIRY REF. NO. FC/841/ 2023 DT: 09-03-2023**

Dear Sir,

Please submit your "Quotation" in "sealed cover " addressed to the Dy. General Manager (MM), M/s. Ferro Scrap Nigam Ltd., with our Enquiry No., Date & Due Date and "Quotation" superscribed on cover, for the job(s) mentioned below: -

The quotation in sealed cover as above should reach us latest by **2.30 p.m.**, on **20/03/2023** and shall be opened on the same day at **3.00 p.m.**

S / N	DESCRIPTION	QUANTITY	UNIT RATE PER QUANTITY W/O GST (RS)	TOTAL RATE W/O GST (RS)
1.	Annual Maintenance Contract of Water Purifier, Make - Eurotech, Model No - Compaq, 8 Ltr, capacity, Brand-Neer, Installed at Ground Floor & 1 <sup>st</sup> Floor Of FSNL Corporate Office Canteen, Swarn Jayanti Sabhagar & At Our Transit House, Bungalow No 1, Street No 49, sector-10, Bhilai.	6 Nos.	RS_____	RS_____
2.	Adding GST @ _____%			RS_____
3.	Grand Total (i.e. S/n 1&2)			RS_____

**Note:**

- 1) Please refer to the terms & conditions in the separate annexure enclosed here with and confirm each point in your quotation.
- 2) Each page should be signed by authorised signatory of the tenderer and name & designation should be mentioned along with rubber stamp/seal of the tenderer as a token of acceptance.

(NIVEDIT MATHUR)  
SR.MGR (MM)

**ANNEXURE-I**

1. **Price:** - The rate quoted by you shall remain firm throughout the period of contract.
2. **Validity:** - The quotation should be valid for a period of **90 days** from the date of opening of the quotation.
3. **GST:** - Tenderers are requested to provide GST details as per **Annexure II & III**.
4. **Period or Work Order:** - Period of work order will be initially for **one year** and it can be extended for further period of **one/two/three** years subject to satisfactory performance and mutual agreement.
5. The rate(s) quoted by you is inclusive of spares. You will supply the spares free of cost during the contract period.
6. **Servicing:** - The routine servicing of Water Purifiers should be carried out on quarterly basis as per the schedule given by our P&A Deptt.
7. During the period of service contract you shall depute your service Engineer to rectify defects if any in the event of breakdown free of cost.
8. You have to attend the break down immediately or within 4 (four) hours on receipt of our telephonic call or written complaint/message.
9. Ferro Scrap Nigam Ltd., can get the Maintenance Contract of Water Purifier at the risk and cost of the agency in case of its failure to maintain the Water Purifier to the satisfaction of the Ferro Scrap Nigam Ltd.
10. **Payment:** - Payment shall be made in 4(four) parts on quarterly basis within **30 days** from the date of submission of your bill along with certification from our P&A Deptt. towards satisfactory performance of the Water Purifier along with the bills.
11. You should State Your **Banker's Name, Branch, Account No., IFS Code & Pan No.** reference.
12. **Guarantee:** - The service to be rendered by you shall be guaranteed by you against any defects in the materials and/or workmanship.
13. **Termination of Contract:** - FSNL can terminate the work order within **one month** notice if the performance is not satisfactory without any risk and cost to FSNL.
14. **Risk Purchase:** - In the event of your failure to execute the order, FSNL reserves the right to get the same executed the from some other source and the extra cost, if any, incurred by FSNL on such account and the duties and taxes thereof shall be recoverable from you.
15. **Dispute:** - Should any dispute as regards quality, quantity, specification, interpretations of the contract terms or methodology for execution of work arise, the decision of FSNL will be final and binding upon the successful tenderer.

Date :

Signature :  
Name (in block letter) :  
Designation :  
Rubber Stamp :

16. Quotations containing any other conditions other than those stated herein will be treated as conditional offer, which will be rejected.
17. The Ferro Scrap Nigam Ltd., does not bind it self to accept and Lowest in or any of the tenders and reserves the right to reject any or all the tenders, reduce or increase the quantities without assigning any reasons whatsoever.
18. **Arbitration:** - All disputes or differences whatsoever arising between the parties out of or relating to the construction, meaning and operation or effect of this contract or the breach thereof shall be settled by arbitration in accordance with the Rules of Arbitration of the Indian Council of Arbitration and the award made in pursuance thereof shall be binding on you.
19. **Jurisdiction:** - Disputes if any, arising out of this transaction are subject to provisions of competent court having jurisdiction over Durg.
20. The execution of the job against this order should not adversely affect the environment, health and safety of the organization.
21. Tenderer(s) falling under MSME category and having valid registration certificate with NSIC, are required to submit registration certificate to enable us to consider under MSME, so that applicable benefits/facilities shall be provided as per procurement policy of Government of India.
22. **Regret Letter:** - Please forward your regret letter in case you do not wish to quote.

All the above terms & conditions are acceptable to us.

Date :

Signature :  
Name (in block letter) :  
Designation :  
Rubber Stamp :

**ANNEXURE II**

Please indicate the @ .....% of GST applicable and provide copy of GST Registration Certificate. Tenderers are requested to provide following information for GST Compliance: -

Vendor Name	Name of Authorised Person under GST with Mobile No. & Email ID.	Place of Business		GST Regn No. (GSTIN)	Whether under Composition Scheme		HSN Code No.
		Principal Place of Business	Additional Place of Business		Yes	No	

Date :

Signature :  
Name (in block letter) :  
Designation :  
Rubber Stamp :

**ANNEXURE III**

**Following undertaking is to be provided by Contractor/ vendor's at the time of submission of quotation:**

- 1.(a) We agree to do all things not limited to providing GST invoices or other documentation as per GST law relating to the above supply, payment of taxes, timely filling of valid statutory returns for tax period on the Goods and Service tax portal etc. that may be necessary to match the invoice on GST common portal and enable FSNL to claim input tax credit in relation to any GST payable under this Agreement or in respect of any supply/ service under this agreement.
  - (b) In case the Input Tax Credit of GST is denied or demand is recovered from FSNL on account of any non- compliance by the vendor/supplier/contractor, including non-payment of GST charged and recovered, the contractor shall indemnify FSNL in respect of all claims of tax, penalty and/or interest, loss, damages, costs, expenses and liability that may arise due to such non-compliance.
  - (c) Contractor/Vendor shall maintain high GST compliance rating track record at any given point of time.
  - (d) The Contractor/ Vendor shall avail the most beneficial notification, abatements, exemptions etc., if any, as applicable for the supplies/services under the Goods and Service Tax.
2. Any invoice issued in favour of FSNL shall contain the following particulars:-
- a. Name, address and GSTIN of the supplier;
  - b. Serial number of the invoice;
  - c. Date of issue;
  - d. Name, address and GSTIN of the recipient (FSNL Unit/C.O)
  - e. Name and address of the recipient and the address of the delivery, along with the State and its code;”
  - f. HSN code of goods or Accounting Code of services;
  - g. Description of goods or services;
  - h. Quantity in case of goods and unit or Unique Quantity Code thereof;
  - i. Total value of supply of goods or services or both;
  - j. Taxable value of supply of goods or services or both taking into discount or abatement if any;”
  - k. Rate of tax (Central Tax, State Tax, Integrated Tax (for inter-state supply), Union Territory Tax or cess);”
  - l. Amount of tax charged in respect of taxable goods or services (Central Tax, State Tax, Integrated Tax (for inter-state supply), Union Territory Tax or cess);”
  - m. Place of supply along with the name of State, in case of supply in the course of inter-state trade or commerce;”
  - n. Address of the billing where the same is different from the place of supply.
  - o. Signature or digital signature of the supplier or his authorised representative on Invoice.

Date :  
Signature :  
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3. GST invoice shall be prepared in triplicate, in case of supply of goods, in the following manner : -
  - a. The original copy being marked as ORIGINAL FOR RECIPIENT;
  - b. The duplicate copy being marked as DUPLICATE FOR TRANSPORTER and
  - c. The triplicate copy being marked as TRIPLICATE FOR SUPPLIER.
4. GST invoice shall be prepared in duplicate, in case of supply of services, in the following manner : -
  - a. The original copy being marked as ORIGINAL FOR RECIPIENT; and
  - b. The duplicate copy being marked as DUPLICATE FOR SUPPLIER.
5. In case of any advance given against any supplies contract, the supplier of the goods shall issue Receipt Voucher containing the details as prescribed in the GST Acts 2017 read with GST Rules, 2017.
6. For the purpose of the above mentioned requirements, the contractor/vendor shall provide necessary documents as may be necessary and shall allow inspection of the same to concerned authorities.

**All the above terms & Conditions are acceptable to us.**

Date :

Signature :  
Name (in block letter) :  
Designation :  
Rubber Stamp :

