



राष्ट्रीय प्रौद्योगिकी संस्थान - आंध्रप्रदेश  
NATIONAL INSTITUTE OF TECHNOLOGY ANDHRA PRADESH  
Near National Highway No. 16, Kadakatla, Tadepalligudem – 534101  
West Godavari District, Andhra Pradesh

Ref. No.:NITANP/SEMA/2022/555/06

Date:16.08.2022

**LIMITED TENDER ENQUIRY**

**Sub: Supply of Gold Medals for 4<sup>th</sup> Convocation –Quotation invited – Regarding.**

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Please send your lowest quotation to supply the item(s) as attached in Annexure-1. The quotation is to be sent in a sealed envelope by to the following address:

**C/o Tender Box  
Material Management & Disposal Section,  
Sardar Vallabhbhai Patel Administrative Building  
NATIONAL INSTITUTE OF TECHNOLOGY, ANDHRA PRADESH,  
Near National Highway No. 16, Kadakatla,  
TADEPALLIGUDEM – 534101  
West Godavari District, Andhra Pradesh.**

**The quotation has to be sent by Post (Ordinary / Register / Speed Post) or drop in a drop box physically. (Any other mode will not be accepted)**

The envelope must be subscribed as "**QUOTATION**" at the center of the envelope and the above **reference number at left top** along with the name of the tender on the envelope. Quotations without the above subscription **will not be accepted**.

**The last date to receive the sealed quotation is 25.08.2022**

## Annexure-1

S.No	Specification	Quantity
1.	<p><b>Convocation silver medal</b></p> <ul style="list-style-type: none"> <li>• Base Material: High Quality Sliver</li> <li>• Body Material: Gold Plated</li> <li>• Size: 60mm</li> <li>• Weight – 50 grams and 100 grams</li> <li>• Shape: Circular with hook</li> <li>• Dimension Size - 60mm diameter &amp; thickness 3 to 5mm</li> <li>• Institute logo engraved or laser printing with student names and institute details</li> <li>• Other details as shown in sample picture below</li> </ul>	<p><b>100 grams - 01 No</b> <b>50 grams - 14 Nos</b></p>



While sending your lowest quotation – please specify the following:

1. Sales Tax : Inclusive  
GST : Indicate prevailing tax on percentage basis.
2. Excise Duty :
3. Rates  
a) F.O.R. Destination/  
b) Estimated Packing, Forwarding and Freight Charges in case of Ex-works only, may be mentioned on percentage basis.
4. Insurance : Inclusive/ indicate on percentage basis, in case payable by the Institute.
5. Preferred terms of payment (institute rules permit to pay on Receipt of materials in good condition/completion of the work):
6. Recommended mode of transport :
7. Discount offered, if any :
8. Validity of the offer :
9. Firm schedule of completion of work :
10. Detailed drawings / catalogues / Leaflets / literature / samples may be furnished wherever feasible / required
11. Please indicate clearly whether the rates quoted herein are the same as applicable to DGS & D / Government Department / Other Public Sector Undertakings.
12. The supplier shall invariably furnish the **Certificate of Clearance of GST Registration number along with the quotations.**
13. Please mention the Quotation number and name of the item/s (in brief) on your envelope when submitting your quotation to the Institute
14. Please note that the Director reserves the right to modify or alter the specifications and also to reject any or all the Quotations without assigning any reasons thereto.
15. The suppliers / firms are informed not to call on us without prior appointment.
16. The Institute is not responsible for delays / loss in postal transit or due to any other reasons.
17. Any Violation in the terms and conditions, the bidder will be made ineligible for the contract.
18. **Presently our Institute doesn't have DSIR certificate so no concession in GST. Normal rate of GST will be applicable.**



Yours faithfully,

  
Head of the Department

सह अधिष्ठाता / Associate Dean  
CENTRAL STORES & PURCHASE SECTION  
NIT Andhra Pradesh