
No : MSACS /Store/ AC-Courier Service /09-10/

Date : 28/01/2010

Sub : Invitation of Quotations for Annual Contract for "Courier Service".

MSACS is an autonomous body constituted by the Govt. of Maharashtra for implementation of National AIDS Control Programme. MSACS has to dispatch material in bulk quantity as well as individual letters within Maharashtra to grass route level. MSACS invites to submit your most competitive rates for the Courier Services.

Our Terms and conditions are as follows:

- 1) P.O.D/Receipt should be in the name of contractor or party.
- 2) P.O.D. should be providing within the same month before submitting the bill. Receipt No. and P.O.D. should be serially.
- 3) The firms should provide labours as and when required by this office.
- 4) Describe your area of distribution limits in tabular form. Issued document should not be return to our office otherwise we will deduct amount from your bill and on delay we will deduct amount from your bill.
- 5) Material should be collected from the MSACS Godown.
- 6) Packing, Loading, unloading of material will be done by contractor.
- 7) Packing material will be provided by MSACS.
- 8) Bill should be submitted after the completion of the month along with the bill and P.O.D.
- 9) You should also provide us your rate list for 1 gm after your minimum rate, so we can calculate the rate for the document.
- 10) P.O.D. and receipt should be signed and stamped by competent authority. We do not except the bill, if you not provide signed and stamped P.O.D.
- 11) Alongwith the bill submit MSACS monthly. Issued monthly statement in tabular form. MSACS will provide you format for the same.

1) Contract Price :

A) You are requested to quote rate are as follows :

	0 to 100 gm	100 to 250 gm	251 to 500gm	501 to 1 kg (1000 gm)
Local (within Mumbai)				
Domestics (within Maharashtra)				
Bulk per Kg and above within Maharashtra & Mumbai				

Rate Corrections, if any, shall be made clearly by crossing out the old one and corrected part duly signed with date.

B) All duties, taxes and other levies payable by the contractor under the contract shall be included in the total price.

C) The rates quoted by the quoter shall be fixed for the duration of the contract and shall not be subjected to adjustment on any account.

D) The prices should be quoted in Indian Rupees only.

E) The Contract Period is only for **One Year**

2) Each quoter shall submit only one quotation and rates should be quoted in the prescribed format only, is attached alongwith the inquiry letter.

3) Validity of Quotation: Quotation shall remain valid for a period not less than 15 days after the last date for submission of quotations.

4) Evaluation of Quotations :

The purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which

g. Are properly signed and

h. Conform to the terms and conditions and specifications

E-mail: maharashtrasacs@gmail.com

☎: 411 3097,411 5619, 411 5791 Fax: 4115825,4113123

- 5) **Award of Contract:** The purchaser will award the contract to the lowest responsive substantive evaluated quoter. The contract shall be for a period of **One Year** from the date of awarding the contract.
- 5.1 Notwithstanding the above, the Purchaser reserve the rights to accept or reject
Any quotations and to conceal the quotation process and reject all quotations.
at any time prior to the award of contract.
- 5.2 The quoter whose quotation is accepted will be notified of the award of contract by the purchaser prior to expiry of the quotation validity period.
6. Normal commercial warranty / guarantee shall be applicable to the supplied goods/spares/services within 6 months.
7. You are requested to provide your offer latest by 3.00 hours on 15/02/2010.
8. We look forward to receive your quotations and thank you for your interest in this project.

Sd/-
Addl. Project Director
MSACS