



CENTRE FOR DIASPORA STUDIES
UNIVERSITY OF KERALA

Karivavattom Campus, Thiruvananthapuram, 695581
Phone. 0471 2308425

CDS/LNS-QUOT/01/18

13/09/2018

QUOTATION NOTICE

Competitive quotations are invited from reputed firms/ manufactures for Supply of following items as per the minimum specification given below for the use of *Centre for Diaspora Studies* University of Kerala, Kariavattom Campus.

1	Name of the Item	Branded Camera Lens, Manfrotto Tripod and Manfrotto Tripod Head.
2	Documents to be submitted	1. Technical Data Sheet of the Items (With all details) 2. Details of warranty 3. Details of the Firm 4. Financial Bid (Including totals and grant total in clear terms) 5. Any other relevant information (Product brochures etc.)
3	Last date of receipt of Quote /Bid closing.	27-09-2018 03:00 PM
4	Date and Time of Opening Quotes.	28-09-2018 10:00 AM

The interested bidders shall submit their best possible offer before the last date.

Technical Specifications

Sl. No	Item	Specifications	Number
1	Canon Tele Lens	Canon EF 28-300mm f/3.5-5.6L IS USM	1
2	Tripod	Manfrotto Tripod 055 Xpro	1
3	Tripod Head	Manfrotto Tripod Head MVH500AH	1

Terms and Conditions

1. The Bidder shall quote price in clear terms and also the specification of products. The rates quoted must be inclusive of all taxes, cost of supply at site, warranty and installation charges etc...
2. The price should be quoted only in Indian rupees. The bid shall be typed and signed by the bidder.
3. Partial quote shall not be allowed.
4. The bidder should quote **branded items**
5. All the documents mentioned above shall be submitted without fail.
6. **Validity:-** The Bid will be valid for 90 days from its date of opening. Further extension can be done by mutual consent.
7. **Delivery:-** The item should be delivered at Centre for Diaspora Studies, Kariavattom.
8. **Installation and commissioning:** - The items shall be installed and commissioned at the Centre for Diaspora Studies.
9. **Payment:-** The University will release the payment only after inspecting the equipment and satisfying that the supply is as per the requirements. The payment will be made after successful completion of the supply on producing invoice in duplicate.
10. **Warranty/Guarantee:-** The supplier shall guarantee to repair/replace the items or its part –if found defective within the warranty period. The entire expenditure for repair/ replace the item in this regard shall be borne by the supplier.
11. In case of disputes, the decision of University authority shall be final and binding on bidders.
12. The undersigned reserves the right to reject or accept any or all the quotes received fully or partly without assigning any reason thereof.
13. General rules relating to purchase of materials/equipment's will also be applicable to this tender.
14. The cover may be superscripted with “Supply of Branded Camera Lens, Manfrotto Tripod and Head to Centre for Diaspora Studies, Kariavattom” and also should be addressed to Director, Centre for Diaspora Studies, University of Kerala
15. The bids shall be opened at the office of the Director, Centre for Diaspora Studies, University of Kerala, Kariavattom Campus on the Date mentioned above. If the above date of opening tender happens to be on a holiday or due to any other valid reason, the tender opening process will be done on the next working day or the day fixed by the undersigned.

Hon. Director

Centre for Diaspora Studies
University of Kerala