

Prasar Bharati  
(India's Public Service Broadcaster)  
**All India Radio: 18, Vidhan Sabha Marg**  
**Lucknow -226001**

No. Rae.7 (3)/2018-E/

Dated: 16.07.2019

M/s .....  
.....  
.....

**Subject: Supply of Audio Work Station (AWS) and Recording software for AIR Raebareli.**

Dear Sir,

Please furnish your quotation for the Supply mentioned in the enclosed quotation form. Your quotation should fulfill the following conditions:

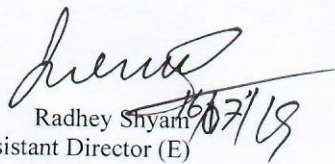
Quotation should be sent in an envelope sealed with wax. The cover should be super scribed with following details:-

1. Material for which the tenders are enclosed.
  2. Reference to the letter of enquiry.
  3. Opening date of quotation.
- A. The envelope should be addressed to the "**Deputy Director General (E) AIR Lucknow**" so as to reach him up to **1430 hrs.** on or before **31-07-2019**. The quotation will be opened on same day at **1500 hrs.** in presence of those tenderer or their agents who may choose to attend. Quotation received without proper wax sealing is liable to be rejected. Any additional charges if claimed after opening the tender will not be admissible.
- B. **GSTIN:** The tenderer should quote CGST & SGST separately. They should furnish a copy of their sales GSTIN Registration certificate & PAN card along with their quotation. Tender simply mentioning "GST included" without giving details are liable to be rejected.
- C. **Terms of Payment:** 100% payment term after the Completion of supply at the site.
- D. **Validity:** Tender should remain open for acceptance for a period of three months from the date of opening.
- E. This office reserves the right to accept any quotation not necessarily the lowest. Further, this office reserves the right of increasing/decreasing the quantity of the material of tender depending on actual requirements. The unit rate quoted in tender shall be applicable to the quantity for which the order is placed.
- F. The complete technical details required as per our specification should be furnished along with tender. Relevant drawing/photographs may also be sent, if required.





- G. The quotations not fulfilling condition under Para A, B, C & D will be summarily rejected without any further reference.
- H. Deputy Director General (E), All India Radio Lucknow reserves the right to accept/reject any or all tenders without assigning any reason thereof.
- I. **Liquidated Damages:**
- If the supplier/contractor is unable to complete the supply of stores/execution the work within the stipulated time limit, the indenter may at his own discretion allow such additional time as he may consider justified with or without liquidated damages and without altering any other terms and conditions of the order. In the event of the failure of the contractor to complete the supply of stores/work of the within the stipulated time or extended time, the Deputy Director General (E), AIR Lucknow shall have the right to impose a liquidated damages @ **half percent (0.5%) per week or the part thereof** of the order value. The contractor's liability for delay however shall not exceed **10%** of the ordered/contract value.
- J. The tenderer should produce the cost break up as prescribed in quotation form (Annexure I) otherwise tender liable to be rejected.
- K. The tenders are being invited for supply as mentioned in the Quotation form and order for part supply by any tenderer shall not be considered. The technical and commercial evaluation shall be done accordingly.
- L. **Arbitration:**
- All disputes, differences or question including the subject matter of the contract on the rights and liabilities of the parties, hereunder of whatsoever arise between parties except those, the decision thereof is herein before otherwise expressly provided for shall be referred to the sole arbitration of the Deputy Director General (E) AIR Lucknow or any person nominated by him and his decision shall be final and binding on the parties.
- M. All the Guarantee/warranty certificates and technical leaflets brochures of the OEM of new work station and recording software will be handed over to purchaser (AIR) along with the delivery of the goods otherwise supply will be rejected.
- N. The supply will be accepted only after meeting the specifications/conditions stipulated in tender document.
- O. The work station quoted and supplied should be newly manufactured.

  
Radhey Shyam  
Assistant Director (E)  
for Deputy Director General (E)  
AIR Lucknow



## Annexure - I

Prasar Bharati  
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**All India Radio**  
18, Vidhan Sabha Marg, Lucknow -226001

No. Lko.7 (3)/2018-E/

Dated: 16.07.2019

**Quotation Form**

Please read carefully the terms and condition in the enquiry form attached to the quotation form.

**Subject: Supply of Audio Work Station (AWS) and recording software for AIR Raebareli.**

**Last date of receipt of quotation in this office 31-07-19 up to 1430 hrs.**

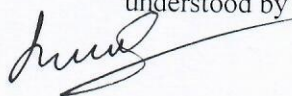
**Quotation opening date and time-31-07-2019 at 1500 hrs.**

Please quote your rate for the Supply as described below with the terms and conditions.

S.No.	Description of works	Qty.	Unit Price	Total Price
1.	Supply of Dell 2018 Power Edge T30 Intel Xenon E3-1225 V5 3.3G , 8M cache , 16GB VDIMM , 2400 MT/S 2TB Hard disk drive , Mini tower Server desktop with 22" TFT monitor, serial audio in, audio out, optical drive DVD+/- RW and professional soundcard. Operating system : Windows 10	1 No.		
2.	Recording software Adobe Audition	1 No.		
Total				
CGST @				
SGST @				
Total				

**Terms and Conditions:**

1. GSTIN: .....
2. PAN: .....
- (If GSTIN is not mentioned tender will be rejected)
3. Make & Model: (Compulsory) along with authorization Certificate of the manufacturer.
4. Place of Delivery: At All India Radio, 18, Vidhan Sabha Marg, Lucknow-226001.
5. Forwarding & Transportation Charges: No separate charges will be paid on this account.
6. Delivery Period: 15 Days from date of order.
7. Consignee: Deputy Director General (E), All India Radio, Lucknow.
8. Validity of Quotation: Three Months.
9. Guarantee: **The Product should be free from manufacturing defects and warranted for a period of at least one year by the manufacturer.**
10. Terms of Payment: - 100% payment after the Satisfactory supply of products at the site.
11. **Declaration:** - We declare that all the conditions as given in the enquiry have been read and understood by us and are acceptable.

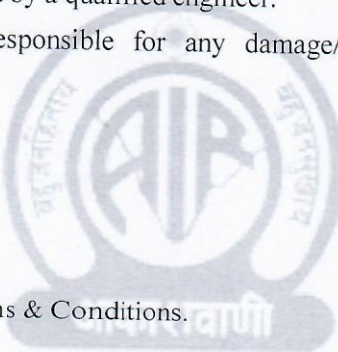


(Signature of tenderer with seal.)

Prasar Bharati  
(India's Public Service Broadcaster)  
**All India Radio: 18, Vidhan Sabha Marg**  
**Lucknow -226001**

**Terms and Conditions for Supply**

1. The firm shall read the enquiry/scope of supply, carefully. The rates shall be quoted for the supply of new audio work station and recording software. The ranking for Lowest Bidder will be decided by the net price.
2. All the required tools shall be arranged by the contractor.
3. If a firm fails to execute the work/supply in accordance with the specification & scope of work, Deputy Director General (E), AIR Lucknow reserves the right to cancel the order. Further necessary action shall be taken and work/supply shall be executed as per procedure.
4. No advance payment shall be made on any account.
5. In respect of electrical installation, IE rules amended up to date shall be applicable.
6. The work shall be supervised by a qualified engineer.
7. The contractor shall be responsible for any damage/loss to the department during execution of the work.



(Radhey Shyam)  
Assistant Director (E)  
for Deputy Director General (E)

We hereby agree with above Terms & Conditions.

Signature with seal of the contractor