

**Anthropological Survey of India
Ministry of Culture
Government of India**

**EN 79, SALT LAKE, SECTION - V
Kolkata- 700091**

WEBSITE: www.ansi.gov.in Email : hohq@ansi.gov.in

No. 59- 28/GEN/DNA LAB/ARC/FR-I

Dated 30/01/2024

INVITING QUOTATIONS

The Director, Anthropological Survey of India invites quotations from the reputed firms/ companies for supply of 03 nos. of horizontal votex for micro-tubes with accessories(Genic Vortex-2) for Anthropological Survey of India Head Office, Kolkata-91.

You are, therefore, requested to kindly go through the terms & condition and submit your duly filled in proforma on or before 15/02/2024 to the Director, Anthropological Survey of India, EN 79, Saltlake City, Sector-V, Kolkata-700091.

The interested firms/ companies may submit their Expression of Interest in sealed envelope in the prescribed proforma (attached herewith) with the terms and condition.

Terms & Conditions :-

- 1 Reputed firms/companies submitted their quotation last dated 15.02.2024 failing which their quotation is liable to be treated as cancelled without any further notice.
- 2 Screening of EOIs shall be carried out as per eligibility conditions mentioned in this document and based on verification of testimonials submitted.
- 3 EOI will be evaluated for short listing inter alia based and the decision of selection committee will be final.
- 4 Anthropological Survey of India will take up references and reserves the right to pay due heed to the Bidder's performance elsewhere and any past experience from Anthropological Survey of India.
- 5 The firms/ companies needs to submit the copy of the Trade License, PAN Card, GST No. etc essential for business transaction with government agencies
- 6 You are hereby requested to supply the article(s) within 15 days received the order at the following address.

Sl. no	Name and Address	Qty.
1	Anthropological Survey of India, Head office, EN, 79, Saltlake City, Sector- V, Kolkata- 700091	1
2	Anthropological Survey of India, Central Regional Centre,CGO COMPLEX BLOCK-A, FIRST FLOOR,SEMINNARY HILLS, NAGPUR-440006.	1
3	Anthropological Survey of India, South Regional Centre, Manav Bhavan, Bogadi,Mysore- 570026.	1

- 7 The items should be supplied within 15 days after issuing is order failing which the order is liable to be treated as cancelled without any further notice.
- 8 Your bill in this respect of the Articles should be submitted in triplicate along with Bank Details for payment to the concerned office. Where the articles are to be supplied by you. The payment is subject to receipt of the article in good and working condition.

FORMAT – 1

EXPRESSION OF INTEREST

To,
The Director
Anthropological Survey of India
EN, 79, Saltlake City, Sector-V
Kolkata – 700 091

Sub: Submission of Expression of Interest to Inviting tender for supply of 03 nos. of horizontal vortex for micro-tubes with accessories(Genic Vortex-2) at Anthropological Survey of India, Kolkata-700091.

Madam/ Sir,

In response to the Invitation for Expressions of Interest (EOI) published on _____ for the above purpose, we would like to express interest to carry out the above proposed task. As instructed, we attach 2 sets of the following documents in separately sealed envelopes:

1. Organizational Details (Format-2)
2. Declaration (Format-3)
3. Quotation (Format-4)

Sincerely Yours,

Signature of the applicant

[Full name of applicant]

Stamp.....

Date:

Encl.: As above.

Note: This is to be furnished on the letter head of the organization.

FORMAT – 2

Organizational Contact Details		
1.	Name of Organization	
2.	Main areas of business	
3.	Type of Organization/ Firm/ Company/ Partnership firm registered under the Indian Companies Act, 1956 / the Partnership Act, 1932	
4.	Whether the firm has been blacklisted by any Central Govt. / State Govt. / PSU/ Govt. Bodies / Autonomous? If yes, details thereof.	
5.	Address of registered office with telephone No. & fax	
6.	Contact Person with telephone No. & e-mail ID	

Enclose:-

1. Copy of Certificate of Incorporation.
2. Copy of Article of Association in respect of 3 above.
3. Undertaking in respect of 4 above.

Signature of the applicant

Full name of the applicant

Stamp

Date

FORMAT – 3

Declaration

I/We hereby confirm that I/we are interested in competing for the inviting tender for supply of 03 nos. of horizontal vortex for micro-tubes with accessories(Genic Vortex-2) at Anthropological Survey of India EN, 79, Saltlake City, Sector-V, Kolkata – 700 091.

All the information provided herewith is genuine and accurate.

Authorized Person's Signature.

Name and Designation:

Date of Signature:

Note:1- The declaration is to be furnished on the letter head of the organization.

Note:2- Number of vehicle may differ at the discretion of the Competent Authority

Quotation Format-4

To
The Director
Anthropological Survey of India,
EN, 79, Salt Lake City, Sector-V,
Kolkata-700091.

Dated:-

Subject:-

Firm/ Company Name:-						
Full Address :-						
Phone Number :-						
Email Id :-						
<u>Sl. no</u>	<u>Name and Delivery Address</u>	<u>Article Name</u>	<u>Qty Required</u>	<u>Rate/Unit</u>	<u>GST</u>	<u>Amount</u>
1	Anthropological Survey of India, Head office, EN, 79, Saltlake City, Sector- V, Kolkata-700091	Horizontal votex for micro-tubes with accessories(Genic Vortex-2)	01			
2	Anthropological Survey of India, Central Regional Centre, CGO COMPLEX BLOCK-A, FIRST FLOOR,SEMINNARY HILLS, NAGPUR-440006.	Horizontal votex for micro-tubes with accessories(Genic Vortex-2)	01			
3	Anthropological Survey of India, South Regional Centre, Manav Bhavan, Bogadi, <u>Mysore- 570026.</u>	Horizontal votex for micro-tubes with accessories(Genic Vortex-2)	01			
Total Amount:-						
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Note:-

- Quotation should be in the letter head of the firm/ company with seal & Signature.