



MEGHALAYA BASIN DEVELOPMENT AUTHORITY (MBDA)



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No. INR-I8/2017/ 582 (e)

Dated Shillong, the, 3<sup>rd</sup>, April, 2018

**From**

Shri. K.W. Marbaniang, Retd. IAS  
Executive Director  
Meghalaya Basin Development Authority

**To:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**REQUEST FOR QUOTATIONS FOR SOLAR POWER INVERTER**

Sir/Madam,

Meghalaya Basin Development Authority, Shillong invites your quotation for the items mentioned above.

**Preparation of Quotations:** You are requested to quote for these items by completing, signing and returning:

- the rate in terms of price
- the List of Goods and Price Schedule LOT WISE
- the technical specification as offered.
- the documents confirming your eligibility

The standard forms in this RFQ may be retyped for completion but the Bidder is responsible for their accurate reproduction.

**Validity of Quotations:** The quotation validity required is 90 days.

**Sealing and marking of Quotations:** Quotations should be placed in a single sealed envelope, clearly marked as **Quotation For Solar Power Inverter** as reference above and **the Bidders Name**.

**Submission of Quotations:** Quotations along with the supporting documents and should be submitted to the address below within deadline (the date and time) as referenced below.

**Date of deadline:** 13<sup>th</sup>, April, 2018; **Time of deadline:** 16:00 hrs. (local time).

**Address:** Meghalaya Basin Development Authority, MBDA Building, - Meghalaya State Housing Cooperative and Financing Society Campus, Upper Nongrim Hills, Shillong, PIN-793003

**Attn:**

Shri. K.W. Marbaniang, Retd. IAS  
Executive Director  
Meghalaya Basin Development Authority

**Facsimile:** 0364-2522921; **Email:** [mbdaprocurement@gmail.com](mailto:mbdaprocurement@gmail.com)

**Eligibility Criteria:** Bidders are required to meet the following criteria to be eligible:

- a). Have the legal capacity to enter into a contract;

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- j). Not be insolvent, in receivership, bankrupt or being wound up or subject to legal proceedings for any of these circumstances;
- c). Not have had your business activities suspended or debarred from public procurement by the State Government of Meghalaya or Government of India

**Documents Evidencing Eligibility:** Bidders are requested to submit copies of the following documents as evidence of your eligibility.

- a). Valid trading license or equivalent;
- b). Valid certificate of VAT/GST registration or equivalent;
- c). Self declaration to the effect the bidder is not insolvent, in receivership, bankrupt or being wound up or subject to legal proceedings for any of these circumstances.
- d). Self-declaration that the bidders business activities are not suspended or debarred from public procurement by the State Government of Meghalaya or Government of India

**Technical Criteria:** The specification details the minimum specification of the Goods required. The Goods offered must meet this specification.

**Currency:** Quotations shall be priced in Indian Rupees only.

**Best Evaluated Bid:** The best evaluated bid shall be the lowest priced quotation, which is eligible and technically compliant.

**Delivery:** Prices should be quoted as applicable for Shillong.

**Rates:** It should be inclusive of all taxes till delivery

**Delivery Schedule:** Delivery required should be as per the time prescribed in the Purchase Order. The delivery of these items should be in Shillong at the O/o the Meghalaya Basin Development Authority, MBDA Building, - Meghalaya State Housing Cooperative and Financing Society Campus, Upper Nongrim Hills, Shillong, PIN-793003.

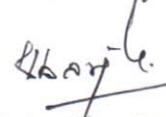
**Terms of Payment:**

Payment shall be made within 30 days against submission of your Invoice and supporting documents following delivery of the Goods.

Any resulting contract awarded shall be by placement of a Purchase Order.

Any queries should be addressed to the undersigned at the address given above. Please prepare and submit your quotation or inform the undersigned if you will not be submitting a quotation.

Yours faithfully



Shri. K.W. Marbaniang, Retd. IAS  
Executive Director  
Meghalaya Basin Development Authority

**STATEMENT OF REQUIREMENTS**

**List of Goods and Price Schedule**

Procurement Reference: \_\_\_\_\_

We offer to supply the items listed below in accordance with the terms and conditions stated in your Request for Quotations referenced above.

We confirm that we are eligible to participate in public procurement and meet the eligibility criteria specified in the Request for Quotations.

The validity period of our quotation is: \_\_\_\_\_ days/weeks/months.

We confirm that the prices quoted in the List of Goods and Price Schedule are fixed and firm for the duration of the validity period and will not be subject to revision or variation.

The delivery period offered is: \_\_\_\_\_ days/weeks/months from date of Purchase Order.

**CURRENCY OF QUOTATION:** \_\_\_\_\_

Sl. No.	Item	Specification	Qty.	Total quantity
1	Solar Power Inverter with panel	Total back up: 5 hours Total Load: 3000 watt With installation	1 no.	

**Quotation authorised by:**

Signature: \_\_\_\_\_ Name: \_\_\_\_\_

Position: \_\_\_\_\_ Date: \_\_\_\_\_

Authorized for and on behalf of: \_\_\_\_\_ (dd/mm/yy)

Company: \_\_\_\_\_