



**Department of Aerospace Engineering
Indian Institute of Technology Kanpur**

Kanpur – 208 016, INDIA

Phone : (Off) + 91-512-259-7936

(Dept.) + 91-512-259-7626

Fax : + 91-512-259-7626, 7561

E-mail: shekhar@iitk.ac.in

C.S.Upadhyay
Professor

Dated: 05, February 2013

Letter No. AE/CSU/2013-02

Quotation Request Notice

Sealed quotations are invited from dealers/distributors for “**CNC VERTICAL MACHINING CENTER**”, as per following specifications. The quotation should be submitted within 15days of issuing of notice. The quotation should include all taxes and delivery charges. However, they should be mention separately.

Opening Date: 05 February 2013.

Closing Date: 15 days for the Opening date

The specifications required are as follows:

- Single Tool 3-axis milling machine with linear guides
- Accuracy Positioning: ± 0.010 Repeatability ± 0.005
- All-in-One computer with appropriate easy-to-use software
- Programmable digital readout with color LCD monitor
- Cutting for polymeric Composite and Stainless steel
- Table Size 315X1060mm
- Stroke
 - a. Longitudinal axis x 800mm
 - b. Transverse axis y 350mm
 - c. Vertical axis z 380mm

Service features:

Warranty period and time of delivery should be clearly mentioned in quotation. Standard accessories, which are required to run the machine, must be included in the quotation. The quotation should include the cost of operating software (if any) required to run the product. Packaging, loading, unloading, and commissioning charges should be included in quotation. You are requested to submit your quotation in sealed envelope with complete product description, technical literature, price, warranty period, delivery details.



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The Quotation should be sent to (sample templates are attached):

Prof C.S.Upadhyay
Department of Aerospace Engineering
Indian Institute of Technology Kanpur
UP 208016
Ph-0512-2597936
Email: shekhar@iitk.ac.in



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Dated: 05, February 2013

Model Quotation for *Indigenous purchase*

Dated:

To
Dr./Prof.
Dept.
Indian Institute of Technology, Kanpur

Sub : Quotation for supply of :
Ref : Your enquiry letter no: & date:

Sir / Madam:

With reference to your enquiry letter on the subject mentioned above, the following quotation is hereby submitted for your consideration, in a sealed cover.

I Supplier Details : Agency / Vendor name: Local Agent:

1. Address :
2. Ph.No :
3. Mobile :
4. Email :
5. Bank A/c No :
6. Bank Name & Add :
7. RTGS / NEFT Code :
8. Registration Details like PAN / VAT / Service TAX etc:

II. Description & Costs of Material / Equipment :

Sl No.	Complete description / specification of items required	Model No.	No of Units	Unit Price	Total Amount
1	Default Specs:				



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2	Optional Specs:				
3	Total Cost in INR: a) Free on Rail b) Ex-Work				
4	Transportation charges				
5	Packing & Forwarding charges				
6	Transit Insurance				
7	Other Charge, if any				
8	Taxes				
	<ul style="list-style-type: none"> Excise Duty / Customs Duty, if applicable 				
	<ul style="list-style-type: none"> Sales Tax / CST / VAT Octroi, if applicable Service Tax 				
	<ul style="list-style-type: none"> Other Duties / taxes 				
	Total Value of quotation				

IV. Terms & Conditions:

	Particulars	Description
1	Guarantee/Warranty Yrs.	
2	AMC Value per annum	
3	Costs for additional warranty, if any	
4	No. of Preventive Maintenance Service visits per annum	
5	Validity of quotation (Min. 60 days)	
6	Delivery Period	
7	Method of Payment: (a) ECS (b) Cheque (c) DD (d) CAD (e) TT (f) LC	
8	Payment Terms	
	<ul style="list-style-type: none"> 90% on delivery & 10% after installation & approval of inspection report. 100% on installation and on inspection report submission 	



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	<ul style="list-style-type: none">• Advance payment up to 100 % against Bank guarantee• Any other Conditions	
9	Any other details	

Encl: Literature

Signature of the authorized signatory

Date & Seal:



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Professor

Dated: 05, February 2013

Model Quotation for Imports for the use of vendor

Dated:

To
Dr./Prof.
Dept.
Indian Institute of Technology, Kanpur

Sub : Quotation for supply of :
Ref : Your enquiry letter no: & date:

Sir / Madam:

With reference to your enquiry letter on the subject mentioned above, the following quotation is hereby submitted for your consideration, in a sealed cover.

II Supplier Details: Agency / Vendor name: Local Agent:

1. Address :
2. Ph.No :
3. Mobile :
4. Email :
5. Bank A/c No :
6. Bank Name & Add. :
7. SWIFT/ IFSC Code :

III. Description & Costs of Material / Equipment:

Sl No.	Complete description / specification of items required	Model No.	No of Units	Unit Price	Total Amount
1	Default Specs:				



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2	Optional Specs:				
3	Agency Commissions, if any				
4	Discounts, if any				
5	Shipment cost: <ul style="list-style-type: none"> • Ex-Work • Free on Board Value (FOB) • Cost-Insurance-Freight (CIF) • Cost & Freight (C&F) • Free Carrier Arrangement (FCA) <i>(Choose one of the above, as applicable)</i>				
6	Total Cost in INR /US\$ / other currency (specify):				

IV. Estimated Taxes :

	Taxes:	
	• Customs Duty as applicable	
	• Service Tax	
	• Other duties / taxes	
	Total Taxes:	

V. Freight charges (if not included in shipment costs mentioned above) :

	Item	Description
1	Freight Value	
2	Insurance Charges	
3	Packing and Forwarding Charges	
4	Documentation charges	
5	Total Insurance & Freight charges in foreign	



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	Currency	
6	Transportation Charges	
7	Other Charge, if any	
	Total Cost / quotation & Total Equal Value in Indian Rupees approx as on the date (III+IV+V)	

VI. Terms & Conditions:

	Item	Description
1	Guarantee/Warranty Yrs.	
2	AMC Value per annum	
3	Costs for additional warranty, if any	
4	No. of Preventive Maintenance Service visits per annum	
5	Validity period of quotation (Min. 60 days)	
6	Payment Terms: LC / TT upto US\$ 10K / DD upto US\$ 10K / CAD / Net 30 / Others (Choose one of the above, as applicable)	
7	Any other details	

VII: Other information of import:

Sl No.	Particulars/Specifications	Description
1	Country of Origin for Shipment	
2.	City of Origin for Shipment / Port of Shipment	
3.	Port of Lading	
4.	Delivery Period	
5.	Shipment Mode: (a) Air (b) Ship (c) Road (d) Rail (e) Others	
6.	Approximate Dimensions after packing Length X Breadth X Height	



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	Weight	
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VIII) : Certifications & Enclosures for imports:

1. Technical Literature/Catalogue of equipment
2. Authorization letter from Principal Supplier in favour of Indian Agent attached
3. Certification from Agency including agency commission payable
4. Proprietary certificate, as applicable
5. Additional information, if any.

Signature of the authorized signatory

Date & Seal: