



**THE SINGARENI COLLIERIES COMPANY LIMITED**  
**(A Government Company)**

PURCHASE DEPARTMENT, HYDERABAD 500004

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**Enquiry No: HY123O0426**

**Dt: 08.03.2024.**

**SUBJECT: SUPPLY OF 15 ½" x 14" Plastic X-ray Covers with Printing – (SCCL Emblem) With Velcro flip open seal (Cream/ light Blue/ Light Green) ITEMS FOR USE AT SCCL HOSPITALS – REG.**

**ENQUIRY CLOSING DATE: 03.04.2024 ON OR BEFORE 3.00 P.M.**

**ENQUIRY OPENING DATE: 03.04.2024 AFTER 3.00 P.M**

SINo	Material Description.	Quantity	Unit
1	15 ½" x 14" Plastic X-ray Covers with Printing – (SCCL Emblem) With Velcro flip open seal (Cream/ light Blue/ Light Green)	15000	NOS

**NOTE:**

- 1) The sample of the Plastic X-ray cover is available at O/o.DGM(Purchase), Singareni Bhavan, SCCL, Hyderabad. The interested vendors are requested to visit the office during office hours 9.30 AM to 5.00 PM to check the quality and printed matter.
- 2) The vendors should submit a sample X-ray cover without printing along with the quotation. The offers without sample will not be considered. Evaluation will be done based on the quality of cover.
- 3) Delivery: The X-ray covers should be delivered directly to Main Hospital, The SCCo.Ltd, Kothagudem (approximately 250 Kms from Hyderabad).
- 4) After placement of order a sample X-ray cover with Printing should be submitted for quality checking and the material should be dispatched after certification only.
- 5) The payment will be released within 30 days after submission of bills duly certified by Addl.CMO, Main Hospital, Kothagudem.

PLEASE MENTION ACCEPTANCE OF VALIDITY PERIOD (120 DAYS), PAYMENT TERMS (WITHIN 30 DAYS) AND TAX RETENTION CLAUSE AS PER NIT. OFFERS WILL NOT BE ACCEPTED WITHOUT THE ABOVE ACCEPTANCE.

FIRMS ARE REQUESTED TO MENTION DELIVERY PERIOD OF THE QUOTED ITEM. OFFERS WITH OUT ABOVE WILL NOT BE CONSIDERED FOR FURTHER PROCESS.

**TERMS AND CONDITIONS:**

1. VENDORS LOCATED WITH IN HYDERABAD AND SECUNDERABAD ONLY MAY SUBMIT THEIR OFFERS.
2. APPLICABLE GST AND HSN CODE SHOULD BE MENTIONED AGAINST EACH ITEM.
3. FEW FIRMS ARE NOT SUPPLYING ITEMS/MATERIALS AS PER ORDER TERMS AND CONDITIONS.THEIR OFFERS WILL NOT BE CONSIDERED.
4. **Offers are invited from vendors located in Hyderabad/Secunderabad vendors only will be considered.**
5. **OFFER VALIDITY:** Bidder shall keep the offer valid for a period of 4 months from the date of opening of the tenders. The offer with less validity period than stipulated is liable for rejection.
6. **GST (GOODS AND SERVICE TAX) registration certificate to be submitted along with material HSN/SAC CODE. The applicability of GST & other taxes, if any, in % shall be clearly mentioned an extra.**
7. **The bidders offered without any GST & other taxes, their landed cost will be arrived by taking maximum GST% quoted by other bidders.**
8. **The bidders offered without any Transportation Charges but mention Ex-Works or Hyderabad office, their landed cost will be arrived by taking maximum Transportation charges quoted by other bidders**

**A) GENERAL TERMS AND CONDITIONS**

- a. Validity, delivery period, GST, Warranty / Guarantee to be mentioned.
- b. Tenders received after stipulated time and date will not be considered For whatsoever reasons thereof.
- c. Quotation must be on a paper identifying the firm with telephone number etc. They should be clear and free from corrections and erasing.
- d. Rate quoted by you should be valid for 120 days from the date of opening of tenders and no revision of rates will be permitted during the above period.
- e. Rate should be quoted as per the sizes / units / makes / brands asked for otherwise such offers will not be considered.
- f. The quantity shown in the enquiry is not firm and fixed. It may be increased /decreased.
- g. The material is to be supplied as per the tender enquiry and should be delivered at **Main Hospital, Kothagudem** and no transportation charges will be paid separately unless it is mentioned in the offer clearly. Mention whether the offer is Ex-showroom, Ex-work or delivery at our office, Hyderabad.
- h. Samples of the items should be submitted in case, they are asked for in the enquiry
- i. Those who are having ready stocks, capable of supply of material as per the enquiry within the stipulated time only need to forward their offer.
- j. M/s SCCL deserves the right to reject any/all the tender (s) or accept any offer or part thereof without giving any reasons. Its decision in this matter will be final and binding on all the tender/(s).
- k. Sealed tenders can be dropped in the tender box in the Company Purchase Office at Hyderabad or can be sent by post / courier before the due date and time. Fax quotations are not accepted
- l. M/s SCCL will not, in any way, be responsible for any postal delay.

- m. Separate cover may be used for each quotation. Quotations of different enquiries put in single cover will not be considered.

YOU HAVE TO SUBMIT YOUR BANK DETAILS FOR RTGS/ONLINE PAYMENTS

**Tax retention clause:**

The supplier shall upload his Tax Invoice in the GSTN as per the provisions of the GST Act i.e., by 10th of the month subsequent to the month in which "Time of Supply" arises.

In respect of orders where the entire order quantity is executed in phased manner through multiple invoices or where staggered payment is made, if the "Tax Invoice" is not uploaded within the time limits prescribed under GST Act, the tax amount will be withheld from the payment made against subsequent Invoice till such time the invoice is uploaded. The final payment is subject to compliance of all formalities under GST by the supplier.

- B) Materials or Items to be supplied within 30 days after placement of order.
- C) Firms are requested to submit offers with sufficient knowledge of enquired items. If any doubt regarding enquired item, please ask before submitting offers only.
- D) From 01.11.2022 onwards all the vendors whose turnover is more than Rs.10 Crores or above in the financial years 2020-2021 & 2021-22 & 2022-2023 have to submit e-invoice with QR code printed on it. If the turnover is less than Rs.10 Crores than the firm has to declare that we are exempted from e-invoicing requirement. Therefore, the said e-invoicing provisions are not applicable to our company. Towards this, the firm is required to submit undertaking detailed in "ANNEXURE" along with Invoice.

**BILLS WILL NOT BE ACCEPTED WITHOUT e-INVOICING IF THE AGGREGATE TURNOVER IN ANY OF THE THREE FINANCIAL YEARS 2020-2021 & 2021-22 & 2022-2023 EXCEEDS Rs.10 CRORES.**

- E) NOTE: FAX/MAIL QUOTATIONS ARE NOT ACCEPTABLE.

**ANNEXURE**

If turnover not exceeds Rs 10 crores, firm has to submit following undertaking along with the bills

<b>PROFORMA</b>		
<b>Our turnover during the Financial years 2020-2021 &amp; 2021-22 &amp; 2022-2023 is less than the Rs.10 crores</b>		
<b>Name:</b>	<b>Designation:</b>	<b>Company Name:</b>
<b>GSTIN</b>	<b>E-invoicing applicability</b>	<b>SEZ Status (Yes/No)</b>
<b>Any loss of ITC or discharge of interest and penalty arising to SCCL due to any misinformation from us, we are liable to reimburse the same to SCCL on the basis of this declaration.</b>		
<b>SIGNATURE OF OWNER WITH STAMP/SEAL.</b>		

**DY.GM (E&M)/HYD**

**DGM(PURCHASE)HYD/HOD**