

(This need to be printed in Bidders letter head)

1. Please quote with complete technical details.
2. Quotation should be submitted with below (Quotation format) else IPR shall not consider the offer submitted by the vendor for further evaluation

NAME OF PARTY : _____

ENQUIRY NO: _____ DUE ON: _____

QUOTATION No. & DATE : _____

Sr. No.	Description	Quantity	Currency	Rate	Total
1					
2					
3					
4					

Sr.No.	Particular	Remarks
1	INCOTERMS : Place of Delivery	
2	Packing & forwarding	
3	Inland freight /Handling Charges	
4	Documentation Charges/ Bank Charges	
5	Other Charges (if any)	
6	Customs Duty (IPR is availing benefit of Customs Duty Exemption under Notification No. 51/96)	
7	Goods & Services Tax (GST)	
8	Delivery Period	
9	Payment (IPR terms will apply)	
10	Guarantee / Warrantee	
11	Validity Period	
12	Discount (if any)	
13	Agency Commission (if payable to Indian Agent)	
14	Principal/Indian Agent (Those who are submitting their offer on behalf of their principal must attach valid authorization letter issued by their principal or the copy of agency agreement, Invariably).	
15	Remarks	

Note: Enclose technical compliance sheet with your quotation
Fill in the all applicable details.

Place: _____ Authority Signatory

Date: _____ Company Seal

Bidder should submit the copy of GSTIN / ARN Certificate along with the offer (applicable to Indian Manufacturer's/ Agents)