



MSACS/Proc/PS/2022-23  
Date : 27-01-2023

Dear Sir,

### Extension II

Sub: "Invitation Quotation for Appointment of Service Agency for conducting the positive speaker's workshop Program 2022-23"

- 1) We are invited to submit your most competitive Quotation for Appointment of Service Agency for conducting the positive speaker's workshop Program at Mumbai 2022-23"

अ.क्र.	तपशिल	मुंबई मध्ये राहण्याची सोय	एकूण सदस्य संख्या (दोन बॅचेस)
१.	राहण्याची सोय व दोन वेळेचे जेवण व एक वेळेचा नाश्ता	१ दिवस	३४ व्यक्ती
२.	राहण्याची सोय व दोन वेळेचे जेवण व एक वेळेचा नाश्ता	१ दिवस	३४ व्यक्ती
जी.एस.टी. सहित १२ %			
एकूण रक्कम			

- 2) **Bid Price :**

- The contract shall be for the service as described above. Corrections, if any, shall be made by crossing out, initialing, dating and rewriting.
- All duties, taxes and other levies payable by the contractor under the contract shall be included in the total price.
- The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to the adjustment on any account.
- The prices shall be quoted in Indian Rupee- only.

- 3) **Validity of Quotation :**

Quotation shall remain valid for a period of not less than 45 days after the deadline date specified for submission.

- 4) **Each bidder shall submit only one quotation in prescribed format attached with this inquiry letter in a sealed envelope superscripting.**

"Invitation Quotation for Appointment of Service Agency for conducting the positive speaker's workshop Program 2022-23"

- 5) **Evaluation of Quotations:**

The purchaser shall evaluate and compare the quotations determined to be substantially responsive i.e. which

- are properly signed; and
- conform to the terms and conditions and specifications.

The quotations would be evaluated for all the items together / would be evaluated separately for each item.

- 6) Following documents should be attached along with the quotation while submission:

- Signed inquiry format
- Pan card
- Addhar Card.
- GST Registration

- 7) **Award of Contract:**

The purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.



**Maharashtra State AIDS Control Society.**  
GOVERNMENT OF MAHARASHTRA

R. A. Kidwai Marg, Near Wadala Over Bridge, Wadala (West), **Mumbai-400031**

- 7.1 Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.
- 7.2 The bidder whose quotation is accepted will be notified about the award of contract by the purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.
- 8) You are requested to provide your offer latest by 02-02-2023 up to 5.00 p.m.
- 9) Quotations will be open in the presence of the bidders or their representative who choose to attend 3.30 pm on 02-02-2023 in the office of the MSACS.
- 10) We look forward to receiving your quotations and thank you for your interest in this project.

  
Assistant Director Procurement  
MSACS  
**Assistant Director  
Procurement  
(MSACS)**



Maharashtra State AIDS Control Society,  
GOVERNMENT OF MAHARASHTRA

R. A. Kidwai Marg, Near Wadala Over Bridge, Wadala (West), Mumbai-400031

Date :-

To,  
The Project Director  
Maharashtra AIDS Control Society  
R. A. Kidwai Marg, Near Wadala Over bridge,  
Wadala (W), Mumbai – 400 031.

Sub: "Invitation Quotation for Appointment of Service Agency for conducting the positive speaker's workshop Program 2022-23"

Ref :- Your inquiry no. \_\_\_\_\_ date \_\_\_\_\_

Quotation

अ. क्र.	तपशिल	मुंबई मध्ये राहण्याची सोय	एकूण सदस्य संख्या (दोन बॅचेस)	एकूण खर्च
१.	राहण्याची सोय व दोन वेळेचे जेवण व एक वेळेचा नाश्ता	१ दिवस	३४ व्यक्ती	
२.	राहण्याची सोय व दोन वेळेचे जेवण व एक वेळेचा नाश्ता	१ दिवस	३४ व्यक्ती	
जी.एस.टी. सहीत १२ %				
एकूण रक्कम				

We agree to provide above service in accordance with the requirements given in your inquiry letter for a contract price of Rs. \_\_\_\_\_ (amount in figures) Rupees- \_\_\_\_\_ (amount in words).

All other terms & conditions mentioned in the invitation of quotation are acceptable to us.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

Name & Address of supplier

Signature of supplier

Note: on your letterhead