

NUMALIGARH REFINERY LIMITED
Agreed Terms & Conditions (Imports)

Bidder M/s RFQ No.

Offer Ref. Signature

Tel. No. Name

Fax No. Official Seal

This Questionnaire must be duly filled in and should be returned alongwith each copy of Unpriced-Bid. Clauses confirmed hereunder should not be repeated in the Bid. All the Commercial terms & conditions should be indicated in this format only. If required, details including deviation to General Purchase Conditions(Indigenous), if any, should be indicated as an Annexure to this format. All correspondence must be in ENGLISH language only.

Sl. No.	Description	Vendor's Confirmation
	<u>TECHNICAL</u>	
1.	Confirm acceptance of Technical Specifications including General/Technical notes and scope of supply as per the RFQ.	
2.	In case of deviations, confirm that same has been highlighted separately.	
3.	Confirm that data sheets/technical questionnaire duly filled in are attached wherever required.	
4.	Confirm that Spare Parts list wherever required, with itemwise FOB prices have been submitted for 'Mandatory Spares', 'Commissioning Spares' and 'Recommended Spares for 2 years normal operation'.	
5.	Confirm that complete technical literature/catalogue have been submitted alongwith your offer.	
6.	Confirm that Utility requirements, wherever applicable, are mentioned in your offer.	
	<u>COMMERCIAL</u>	
1.	It is noted that deviation to these terms and conditions shall lead to loading of prices or rejection of offer.	
2.	Indicate despatch point and mode of despatch of goods.	

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3.	Confirm that your Priced-Bid contains firm unit and total prices SEPARATELY on FOB (FAS in case of USA) port/airport of despatch.	
4.	Confirm that seaworthy packing suitable for export, forwarding, inland freight, loading (on ship or plane) and all taxes, duties, levies, bank charges, stamp duties etc. payable upto the FOB port/airport of despatch are included in your quoted prices.	
5.	Confirm that ocean-freight/air-freight, transit insurance beyond the FOB port of despatch, all taxes, duties, levies, bank charges, stamp duties etc. payable in India are excluded from your quoted prices.	
6.	Confirm that quoted prices shall remain firm and fixed till complete execution of the order.	
7.	Indicate firm FOB Delivery Period from the date of placement of Purchase Order.	
8.	Confirm that item-wise, model no., manufacturer's name and addresses are indicated in your offer.	
9.	Indicate Country of Origin of goods.	
10.	Confirm that the quoted prices are in the Currency of Country of Origin of goods.	
11.	Confirm that item-wise specific charges for 3 rd Party Inspection like Lloyd's or other agency (if required as per enquiry documents) have been quoted in the Priced-Bid.	
12.	Confirm that goods supplied by you shall be guaranteed for performance as per General Purchase Conditions (Imports).	
13.	Confirm acceptance of 100% payment through irrevocable Letter of Credit against despatch documents through bank.	
14.	Confirm that Performance Bank Guarantee (if required as per enquiry documents) shall be furnished for 10% of the Total Order Value valid till the guarantee period of goods.	

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15.	Letter of Credit shall be opened through a Govt. of India bank and hence need not be confirmed. However, if you still insist, confirmation charges shall be to your account. Confirm compliance.	
16.	Confirm that Customer references are given in your offer.	
17.	Indicate weight of the goods (net & gross).	
18.	Confirm acceptance of the Price Reduction Schedule as specified in General Purchase Conditions (Imports) for delay in deliveries. (It may be noted that Liquidated Damage or Penalty are not acceptable).	
19.	Confirm acceptance of Part Order. However, the quantity mentioned in the enquiry documents for each item shall be ordered on one vendor. All applicable lumpsum charges, if any, shall be pro-rata on value basis.	
20.	Confirm acceptance of Repeat Order within 6 months from the date of the Basic Order at the same prices, terms & conditions as that in the Basic Order.	
21.	All other terms and conditions shall be as per "General Purchase Conditions (Imports)" and other documents attached with the RFQ. Confirm compliance.	
22.	All terms and conditions have been indicated in this format including an Annexure (if any) and shall not be repeated in the bid elsewhere. It is noted that terms and conditions indicated elsewhere shall be ignored. Confirm compliance.	
23.	Indicate name and address of your bankers.	
24.	Confirm that the offer shall be valid for acceptance for a period of 4 months from the final due date of the enquiry.	
