

I/C Executive Engineer (Ele./Mech) Drainage Deparment. Surat Municipal Corporation		Surat Municipal Corporation, old zone office, Tadvadi, Rander Road, Surat.
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DNG/OUT/NO. 1420
Dt. 16 /07/2025

To,

SUB :- Supply 20 Kg Gulf Crown Multi Pro.Grease for overhauling and Servicing of various pump and machinery at Nanpura SPS of Drainage Dept, Surat Municipal Corporation.

Dear Sir,
Sealed consent duly super scribed the subject name and return **on or before Dtd. 23/07/2025** to the Account department office, Muglisara.

Sr. No.	Description	Qty	Unit	Rate	Total Amount (with GST) Rs.
1	Supply of Gulf Crown Multi Pro. Grease for overhauling and Servicing of various pump and machinery	20	Kg		
Total Amount (with GST) Rs.					
Amount in Words Rs.					

TERMS AND CONDITIONS:-

1. The quotation complies in 1 cover. Sealed Cover – Relevant Technical documents, experience of similar works as mentioned, GST Registration Certificate, PAN Card and EMD of Rs. 150/- in the form of Crossed Demand Draft / Pay order/ Cheque of Local Nationalized Bank with duly sealed financial quotation letter. Cover shall mention on top name of work, name of agency and duly sealed. And send this cover by speed post on or before Dtd. 23/07/2025 **To, THE CHIEF ACCOUNTANT, ACCOUNT DEPARTMENT, SURAT MUNICIPAL CORPORATION, MUGLISARA, SURAT – 395 003.**
2. Bidder has to deposit EMD of **Rs. 150/-** in the form of Crossed Demand Draft / Pay order / Cheque of Local Nationalized Bank, acceptable to Surat Municipal Corporation, drawn in favour of the Municipal Commissioner, SURAT MUNICIPAL CORPORATION payable which shall be refunded after sanction of work.

Terms / Conditions of Quotation

Work Completion Period of entire Work	10 Days (From the Date of Work Order)
All Taxes/Duties, GST, etc	Included.
Scope of work :-	Supply Gulf Crown Multi Pro. Grease for overhauling and Servicing of various pump and machinery.
Validity of quotation :-	120 Days.
Payment condition :-	Supply of mention of material then payment shall be done 100% of bill amount.

1. Time Limit for whole work will be 10 Days. In case of Supply work is delayed, then penalty will be recovered at 0.2% of tender amount per day of delay of work order cost that will be maximum up to 10% of delayed work.
2. The rate should be inclusive of all taxes, duties, GST and labor charges and transportation etc.
3. The offer shall remain valid up to 120 days from the date of receipt of the quotation.
4. Corporation reserves the right to accept or reject any or all the quotation without assigning any reason therefore.
5. The offer must be in the format attach herewith only otherwise offered will be rejected.
6. It is contractor's responsibility to Material shall be original genuine and of good quality. No second hand material will be tolerated.
7. Payment should be done After Receiving of material.
8. Rate must be filled in this quotation paper only and returned duty sealed & signed.
9. The name of work i.e." Quotation for the work of..... " Must be mentioned on the envelope without which quotation is likely to be rejected, which must be noted.

Thanking You,

Seal & Signature of Contractor

Sd-
I/C Executive Engineer(Ele./Mech)
Drainage Department.
Surat Municipal Corporation