



भारतीय वन्यजीव संस्थान  
Wildlife Institute of India

No.WII/Purchase Cell/22-23/287

Dated: 27/2, 2023

To,

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**Sub:** Quotations for Annual Rate Contract for supply of daily meals to Ramdevra CBC Staff for CAMPA GIB Project – regarding.

Sir,

The Wildlife Institute of India, Dehradun wishes for Annual Rate Contract for supply of daily meals to Ramdevra CBC Staff for CAMPA GIB Project. The details of equipment, quantity and specifications are given below:

Sl.no.	Particulars	Expected approximate Quantity	Periodicity
1.	Breakfast	15-20 persons	Monthly
2.	Lunch	15-20 persons	
3.	Dinner	15-20 persons	

**Terms & Conditions:**

1. The above requirement is on daily basis. The expected approximate quantity may differ from time to time as per the requirements. The bill will be raised by the agency on monthly basis. The bill details will be scrutinized by the project PI/Co-PI and accordingly the payment will be released.
2. The above Rate Contract is initially for a period of 1 year which would be extendable for another period of two years on annual basis on the same terms and conditions subject to satisfactory performance of the agency and with mutual consent of both the parties.
3. High standard of quality will be maintained. All supplies will be supervised by a representative of WII - Dr. Sutirtha Dutta (Co-PI).

पत्रपेटी सं० 18, चन्द्रबनी, देहरादून – 248 001, उत्तराखण्ड, भारत  
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ई-मेल / E-mail : wii@wii.gov.in वेब / Website: www.wii.gov.in

4. The supplier should indicate full details of the item and submit complete details, without leaving any scope for ambiguity. The supplier must ensure that the quotation submitted is in accordance with the requirements/specifications of WII.
5. Offer should be valid for a period of 12 month from the date of submission of quotations.
6. **Prices:** You should quote your rates on a fixed price on FOR, Jaisalmer basis. The taxes, if any should be clearly mentioned. The prices should be quoted only in Indian Rupees.
7. You may submit your rates/offer for the item in the following format only. You may use separate sheets, if required.

Sl. No.	Item Description and Specifications	Unit Price (In Rs.)	Taxes (if any)	Total Amount	Remarks, if any.

**Note:** Rates should be quoted only in accordance with the above mentioned table; failing which their offer is liable for rejection.

8. The bidder is required to clearly mention that they agree to all the terms and conditions of this quotation and it should be given on their printed letterhead indicating GST Registration, FAX, Email, Telephone numbers, etc.
9. Offers of those firms will only be considered by the Institute, whose bids are meeting all the parameters given for the above required items. If any of the given parameters does not meet the required specifications as mentioned above, their offer will not be considered and shall be summarily rejected by the Institute.
10. **Comparison of Rates:** Comparison of Rates shall be made after adding the taxes etc. (if any) and given in above Table.
11. **Payment:** 100% payment shall be released on bill basis after entire supply and inspection and acceptance of the above items in good condition.
12. **Delivery:** Agency would be require to supply the items as and when demand is raised by the Project Co-PI.

13. The above quantity of the items are approximate, the same may be reduced or increased at the time of issuing demand order(s), depending upon the requirement of the Institute.
14. The Institute reserves the right to accept or reject any of the quotation straightway without assigning any reasons.
15. **Last Date of Submission of Quotations:** Quotations in all respect in a sealed cover superscribing **Quotations for Annual Rate Contract for supply of daily meals to Ramdevra CBC Staff for CAMPA GIB Project** should reach the Purchase Officer, Wildlife Institute of India, Chandrabani, Dehradun-248001, Uttarakhand on or before 24/3/23 upto 1700 hrs. Quotations received late will not be accepted by the Institute.

Yours faithfully,



(K K Shrivastava)  
Purchase Officer