



**DR. BABASAHEB AMBEDKAR MARATHWADA UNIVERSITY**  
**AURANGABAD – 431004, MAHARASHTRA (INDIA)**  
**RE-ACCREDITED WITH 'A' GRADE**  
**CENTRE FOR INTERNATIONAL RELATIONS**

Ref.No./CIR/2021/123

Date :- 21/10/2021

**Call for Quotations**

Centre for International Relations is inviting quotations for the supply, installation and commissioning of equipments as mentioned in the *Annexure 'A' attached herewith* for the establishment and upgradation of the International Relations Office under MERGE Project sponsored by the European Union.

**Mandatory Instructions:-**

- Since, Dr. Babasaheb Ambedkar Marathwada University, Aurangabad through its Center for International Relations is acting as Partner Country University (PCU), the procedures for the choice of supplier and releasing the payment is under the control of European Union
- Dr. Babasaheb Ambedkar Marathwada University, Aurangabad, the Partner Country University (PCU) has to only collect the preliminary offers from vendors, for equipment compliant with the list in Annexure 'A'
- The to-be-purchased equipments will be aimed at Center for International Relations, Dr. Babasaheb Ambedkar Marathwada University, Aurangabad
- The parties wishing to participate in the procedure must prepare an offer in two envelopes; 'Part A' comprising certified documentation as per Terms & Conditions mentioned below and 'Part B' comprising financial offer FOR at Dr. Babasaheb Ambedkar Marathwada University, Aurangabad
- **Important Note :- As per the policies and procedures of MERGE Project, Dr. Babasaheb Ambedkar Marathwada University Aurangabad through Center for International Relations will only be acting as a Partner Country University and the beneficiary of the equipments. All the payment procedures will be routed through the MREGE Project Co-ordinator at UniGe (University of Genoa) in relevant foreign currencies as per timely rates.**

**Terms & Conditions :**

- The order confirmation and payment will be formally released by the MERGE Project Co-ordinator at UniGe (University of Genoa)
- **Payment Instalments by Bank Transfers will be as follows :**

<i>First Instalment :</i>	<i>20% as acceptance pre-financing (Confirmation Order)</i>
<i>Second Instalment :</i>	<i>70% at the delivery of goods (At BAMU)</i>
<i>Third Instalment :</i>	<i>10% at the testing of regular working of the equipment and registration of equipment in BAMU's Official Inventory</i>
<i>Supplier has to submit the separate invoices along with the current bank account details at each phases of instalments.</i>	

- Quote your financial offers inclusive all taxes & other charges (Packaging, Forwarding, Transportation, Currency Exchange Matching etc.) on FOR basis at Dr. Babasaheb Ambedkar Marathwada University, Aurangabad
- VAT, Duties and Custom / Import Charges, GST and other taxes are not eligible under ERASMUS+. Therefore, vendors are requested to quote considering the same.
- PART 'A' will be Consist of :

**Documentation :**

- 1) Declaration Form Format (On companies Letter Head dated and signed by authorized signatory)
- 2) Certifications of Company as per University Accounting Procedures comprising
  - Copy of PAN Card;
  - Copy of GST Registrations;
  - Copy of acknowledgement of latest Income Tax Return;
  - Copy of Certificate of Authorized Dealer/Distributor/Manufacturer for the material quoted;
  - Detailed Technical Brochure with photographs;
  - Proof of Experience concerning the supply of the said equipments for minimum 2 years

- PART 'B' will be consisting of financial offer duly filled, signed, and stamped on all pages as per the "Financial Offer Format" attached
- The offer should be sent before 10/11/2021 at Centre for International Relations, Main Administrative Building, Dr. Babasaheb Ambedkar Marathwada University, Aurangabad-431004