

**Centre for Research and Industrial Staff Performance**  
**Shyamla Hills, Opposite Manas Bhawan, Bhopal**

**Annexure 1**

**Terms & Conditions**

1. The offer shall be accompanied by non-refundable application fee of Rs. 1,000/-.
2. Please enclose a copy each of your Shop & Establishment Certificate (Gumashta), TIN Certificate, Service Tax Registration Number, along with the **proposal form** (Copy enclosed).
3. Last date for submission of offers is 9<sup>th</sup> April 2010 up to 5:00 PM.
4. The offer will be opened before the CRISP Committee at 3 P.M. on 9<sup>th</sup> April 2010.
5. Discount offered shall be mentioned clearly and separately while quoting the rates.
6. Kindly ensure that the rates are quoted for a **specific make** to be mentioned against each item.
7. Decision of the CRISP Committee shall be final and shall be intimated to the selected party in writing. No phone calls in this regard will be entertained.
8. Selected party/parties will be offered an annual rate contract for a period of 12 months.
9. Supply and delivery of items shall be made on time as per the purchase order. In case of Lunch packs, it should be provided as per our daily requirements.
10. If the supply is not made on time, CRISP will be free to place the order with the next eligible supplier.
11. No payment will be made for rejected items.
12. On supply of sub-standard items, contract shall be cancelled with intimation to the supplier.
13. Cost of various items shall be all inclusive and free on destination i.e. CRISP, Bhopal
14. Payment will be made after delivery of the goods and on submission of bills in triplicate within 2-weeks' time on completion of formalities at this end.
15. The Chief Executive Officer, reserves the right to accept or reject any or all the offers without assigning any reason thereof.

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