

Bose Institute  
Kolkata

## ADDENDUM

### to Tender No. BI/T/10/2015-16 dt. 11.9.2015

Please read the Delivery Schedule and Insurance (bidding document) as follows:

#### 16. Delivery and Documents

16.1 Delivery of the goods should be made within a maximum of **8 weeks from the date of placement of purchase order**. Within 24 hours of shipment, the supplier shall notify the purchaser and the insurance company by cable/telex/fax/e mail the full details of the shipment including contract number, railway receipt number/ AWB etc and date, description of goods, quantity, name of the consignee, invoice etc. The supplier shall mail the following documents to the purchaser with a copy to the insurance company:

- (i) 4 Copies of the Supplier invoice showing contract number, goods' description, quantity, unit price, total amount;
- (ii) Acknowledgment of receipt of goods from the consignee(s) by the transporter;
- (iii) Insurance Certificate if applicable;
- (iv) Manufacturer's/Supplier's warranty certificate;
- (v) Inspection Certificate issued by the nominated inspection agency, if any, and the Supplier's factory inspection report;
- (vi) Certificate of Origin; and
- (vii) Two copies of the packing list identifying the contents of each package.

16.2 The above documents should be received by the Purchaser before arrival of the Goods (except where the Goods have been delivered directly to the Consignee with all documents) and, if not received, the Supplier will be responsible for any consequent expenses.

#### 7 Insurance

7.1 For delivery of goods at the purchaser's premises, the insurance shall be obtained by the Supplier for an amount equal to 110% of the value of the goods from "warehouse to warehouse" (final destinations) on "All Risks" basis including War Risks and Strikes. The insurance shall be valid for a period upto successful installation. *However, in case of orders placed on FOB/FCA basis, the purchaser shall arrange Insurance.*

The other terms and conditions of the tender will remain unchanged.

Sr. Prof. & Incharge, Registrar's Office