

OFFICE OF THE REGISTRAR : BODOLAND UNIVERSITY

Debargaon, P.O. Rangalikhata
Kokrajhar – 783370, BTC, Assam.
bodolanduniv@gmail.com



Tel./Fax No. 03661-277183 (O)
Tel. No. 03661-271230 (R)
Mobile No. 94353-22888

SHORT QUOTATION NOTICE

File No. BU/ENGG/15-16/Sc. Bldg[o]/51

Dates: 03/04/2023

Sealed Tenders affixing Rs. 10.00 Court fee stamps are invited from Supplier/Firm/ Contractor for Supply and installation of 1.5 KVA inverter set for Computer Science deptt. of Bodoland University Campus. Last date for submission of quotation paper – 12/04/2023 at 12.00 noon and will be open at same date at 12.30 PM.

The details particulars of Tender may be obtained from the University website www.buniv.edu.in an amount of Rs. 1000/- (Rupees one thousand) only (non-refundable) should be deposited as tender fee by online mode Account No. 31607155480, IFSC Code. SBIN0007379 and receipt of the same should be submitted with tender document.

The Bodoland University reserved the right to accept or reject any or all tenders without assigning any reason thereof.

Registrar
Bodoland University

Copy for information to:

Memo No. BU/ENGG/15-16/Sc. Bldg[o]/51

Date: 03/04/2023

1. The P.S. to V. C. for kind appraisal of V.C. B.U,
2. The P.S. to Finance Officer,(i/c) Bodoland University,
3. The Asst. Engineer, Bodoland University,
4. The System Administrator, B.U. for upload in university website,
5. Notice Board – Administrative Building.
6. File Copy

Registrar
Bodoland University

TERMS AND CONDITIONS:-

1. The Firm/Contractor should have own PAN, GST, Trade License number and submit the copy of self attested.
2. The document in original should be signed by the supplier or his authorized representative along with seal on each relevant page. All corrections and over-writing must be initialed by the bidder or his authorized representative.
3. The concern firm/contractor must have Trade License Registration and submit the copy of registration.
4. The price quoted by the bidder for approval/acceptance of rates shall remain fixed and shall not be subject to any variation. A bid submitted with an adjustable price quotation will be treated as non responsive and rejected.
5. The bidder shall submit the document in original duly signed on each and every page. The bidders are advised to keep a photo copy (at his own cost) of the bid document for his own reference.
6. No power of attorney will be acceptable at any cause against the work.
7. Rates should be including all taxes & charges and necessary taxes will be deducted from the bill as per norms.
8. Work should be completed within 2 month from the date of issue of the work order.

9. RECEIPT AND OPENING OF TENDERS

- (i) If the due date of receipt of tenders and/or that of opening of tenders, as notified in the NIT, be closed holiday(s) the tenders should be received and opened at the same time as specified above, on the next working day.
- (ii) The University reserves the right to postpone and/or extend the date of receipt/opening of tenders or to withdraw the tender notice, without assigning any reasons thereof entirely at the discretion of the University. In such case, the bidder shall not be entitled to any compensation, if any form, from the University.

10. GUARANTEE (for Electrical Portion of work)

- a).The Electrical work carried out shall be guaranteed against manufacturing defects and/or workmanship and for its satisfactory performance for a period of 12 months from the date of commissioning. Necessary warranty certificate obtained from manufacturer for the material supplied by contractor shall be submitted to University at the time of commissioning.
- b). The all fitting and fixing items shall be warranted for a minimum period of 12 months by the manufacturer. Necessary certificates shall be handed over to University by the contractor.
- c). During the course of guarantee period, in case any defect is noticed due to faulty workmanship or defective materials used, necessary repair has to be arranged to the entire

satisfaction of the University and such works will be carried out at contractor's risk & cost.

d). The bidders shall **strictly furnish** aforesaid information in the formats/schedules given. **Non adherence to furnishing of information in the given format/schedules given will lead to disqualification of tender.**

e). Each page of the application shall be signed by a person having necessary authority to do so.

11. ACCIDENT, SAFETY OF MEN AND MATERIAL

a). The contractor shall be fully responsible for ensuring safety at all times and shall bear the cost of all damages in cases of accidents/ unusual occurrences resulting in damages to University property.

b). The contractor must ensure the safety of labourers engaged by him while handling the materials/transporting the materials from one place to other places during the course of execution of Electrical work and the University will not be responsible for any injury sustained by the labourer or any fatal accident and the contractor should bear all the loss and expenditure involved.

c). The Contractor shall take all precautionary measures not only for protection of his own personnel moving about or working on the University premises, but also confirms to the rules and regulations of the Universities in this respect.

12. LANGUAGE OF THE TENDER

All documents relating to the tender shall be in the English Language.

Interested bidders may submit their bid in sealed envelope super scribed “TENDER FOR “Supply and installation of 1.5 KVA inverter set for Computer Science deptt. of Bodoland University Campus”, addressed to “The Registrar, BODOLAND UNIVERSITY, Debargaon, Kokrajhar, BTAD, Assam, and Pin-783370.”

Registrar,
Bodoland University
Kokrajhar

Supply and installation of 1.5 KVA inverter set for Computer Science deptt. of
Bodoland University.

Sl. No.	Item	Unit	Qty	Rate	Amount
1	150 Ah Inverter battery Tubular	nos.	10		
2	1.5KVA Inverter	nos.	5		
3	1sq. mm copper wire	coil	4		
4	3 pin top 16A	nos.	5		
5	16A S.S. combine	nos.	5		
6	Black tap	pc	3		
7	Cable clip	pkt	3		
8	Fitting and fixing charge	Job			
				Total Rs.	

DECLARATION

1. We undertake, if our Tender is accepted, to commence the work/supply as soon as in reasonably possible time after the receipt of the award of contract and to complete the work/supply comprised in the Contract within the stipulated time stated in the document.
2. We agree to abide by this Bid for the period of 180 days validity from the date fixed for receiving the same, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
3. Unless and until a formal Agreement is prepared and executed this Tender, together with your written acceptance thereof, shall constitute a binding contract between us.
4. We understand that you are not bound to accept the lowest or any bid you may receive.
5. Certified that I will not claim anything in any shape from the Bodoland University if the work/supply order is curtailed or stopped at any stage for any reason thereof.
6. I, the undersigned, do hereby agree not to discontinue maintenance of the awarded work even if there is no Running bill payment.
7. I, the undersigned, do here by certify that all the statements made in the required attachments are true and correct.
8. I do here by accept all T& C as per the Tender Document.
9. We undertake, our quoted rates will be same for at least 12 calendar months without any enhancement of rates.

Dated this _____ day of _____ /2023

Name of tenderer/supplier

Signature & Seal of the Authorized Signatory of the tenderer/bidder

Address.....

CHECK LIST

Check list of documents (All documents should be signed, stamped and serially arranged)

Sl. No.	Particulars of Document	Whether Enclosed (Yes/No)
1	DD for Cost of Tender Document	
2	Trade License/PWD electrical/APDCL License	
3	Self attested copy of valid Labour license	
4	Self attested copy of PAN card, GST	
5	Self attested copy of experience certificates	
6	Undertaking regarding not blacklisted.	