



राजीव गांधी विश्वविद्यालय
RAJIV GANDHI UNIVERSITY

भारत के संसद के अधिनियम द्वारा वर्ष 2007 में स्थापित किया गया
(A CENTRAL UNIVERSITY ESTABLISHED IN 2007 BY AN ACT OF PARLIAMENT OF INDIA)

रोनो हिल्स, दोईमूख (ईटानगर)
Rono Hills, Doimukh (Itanagar)
पिन - ७९१११२,
PIN - 791112,
अरुणाचल प्रदेश
Arunachal Pradesh
Ph.: 0360-2277253, Fax: 0360-2277889
E-mail: registrar@rgu.ac.in
Website: rgu.ac.in


ST-101/Liveries/2014/182

Dated : 30th July, 2019

TENDER NOTICE

Rajiv Gandhi University, Rono Hills, Doimukh intends to procure the Uniform items for 201 nos. of Male & Female of Group 'D' staff members. Reputed Firms/ Suppliers are invited to submit their offer for Uniform Clothes in sealed cover prescribed tender document under two part systems (Technical Part and Financial Part). The prescribed tender documents with detailed terms & condition can be obtained from our website www.rgu.ac.in. Any further query may contact with Central Purchased Office, Rajiv Gandhi University, Rono Hills, Doimukh, on any office working hours.

Note : LAST DATE AND TIME OF RECEIPT OF QUOTATION: 20.08.2019 (16:00 Hrs)


30.7.19
Registrar
Rajiv Gandhi University,
Rono Hills, Doimukh

**RAJIV GANDHI UNIVERSITY
RONO HILLS: DOIMUKH**

QUOTATION : ST-101/Liveries/2014 | 182

Dated : 30th July, 2019

Terms and Conditions.

- (1) Quotations/tenders must be properly sealed in envelop/cover and addressed to the Registrar, Rajiv Gandhi University, Rono Hills, Doimukh, Arunachal Pradesh-791112. The envelop should be superscribed the Tender No.
- (2) Bids are to be submitted under two parts, i.e., Technical Part & Financial Part.
 - (a) Technical Part shall be superscribed as "Technical Part" duly indicating the tender reference No. which should contain the following :
 - a) Declaration in prescribed form.
 - b) The agency should furnish Registration Certificates.
 - c) GST Registration Certificates.
 - d) Income Tax/ PAN Registration Certificates.
 - e) Copy of supply orders/work order completed during the last two years ending 31/03/2017.
 - (b) Sample for each Cloth must be submitted in an additional sealed packet superscribed on the top of cover "SAMPLES" with the tender reference No., Category Details, along with the Technical Bid failing which your Bide may not be considered.
 - (c) Financial Part should contain price only and shall be superscribed as "Price Bid" duly indicating the Tender Reference No.
 - (d) Technical Part and Financial Part should be sealed individually and superscribed with the tender reference No. and both Covers shall be placed in a third Cover which shall also be sealed and superscribed with the tender reference No. and submit to the Registrar, Rajiv Gandhi University, Rono Hills, Doimukh, Arunachal Pradesh-791112.
- (3) Quotations received without Bid Security (EMD) for an amount of Rs. 25,000/- by way of DD or Pay Order/Banker's Cheque in the favour of Registrar, Rajiv Gandhi University will not be considered at all.
- (4) Quotation/Tenders must be accompanied with sample of quoted item strictly in accordance with the specifications mentioned in the tender and the sample must not be of less than 15cm X 15cm in case of cloth.
- (5) Rates quoted F.O.R. destination at door delivery at central purchased office, Rajiv Gandhi University, Rono Hills, Doimukh.
- (6) Bidder should have Firm in Arunachal Pradesh/ Assam for last 3 years. Document in support of their existence in Arunachal Pradesh/ Assam should be submitted along with the bid.
- (7) The quoted rates must be valid for 90 days from the last date of submission of quotation.
- (8) The offers received through fax/ e-mail will not be accepted by the University under any circumstances.
- (9) The University shall not be responsible for any delay / loss or non-receipt of tenders by post / courier service.
- (10) No unsolicited correspondence shall be entertained after the submission of the offer. No enquiry shall be made by the bidders during the course of evaluation of the tender till a final decision is conveyed to the successful bidder. However, the purchase committee or its authorized representative can make any enquiry/seek clarification from the bidders. In such a situation, the agency shall extend full cooperation. The bidders may also be asked to arrange demonstration of the offered items, in a short notice, as such the bidders have to be ready for the same.
- (11) Late and delayed tender will not be considered. In case any unscheduled holiday occurs on the prescribed closing date the next working day shall be the prescribed date of closing.
- (12) Tender is not transferable.
- (13) Any offer containing incorrect, incomplete and after due date shall be liable for rejection.
- (14) The offer must be in English. The rates should be indicated both in figures and words. GST as applicable should be quoted separately. The rates and units shall not be over written. All corrections must be signed in full by the Firm.
- (15) In case of any dispute in respect of the tender, all legal matters shall be instituted within the jurisdiction of the place where the purchaser ordinarily resides.

- (16) The University may terminate the contract/ supply order in whole / part and forfeit the EMD incase the supplier/ vendor fails to meet the contractual obligations.
- (17) A self attested copy of valid certificate of PAN/ TAN/ GST, IT and Trading License must be enclosed along with the tender.
- (18) Maximim discount/rebate/concession that you could offer to this Institution may be mention in tender.
- (19) The goods have to be supplied within 30 days of the issue of the order in one lot unless extension of time will be granted by the University on request of the firm. In case, the supply is not completed within stipulated time, the University may impose 5% penalty for the delay in addition to forfeiture of earnest money security deposit. The penalty will be deducted from the amount of bill.
- (20) In case goods are not found according to specifications, the cost of returning the same shall be borne by the firm/supplier.
- (21) The payment will be made on bill basis on receipt of consignment in accordance with the approved sample.
- (22) Quantity and Colour mentioned is only indicative. The actual requirement may vary at time of placement of the purchase order.
- (23) No part supply shall be accepted or part payment/advance payment shall be made. Payment shall be made on receipt of complete supply.
- (24) For more than one sample for a particular item, sample should be marked as 1(a) & (b) so on.
- (25) Tenders/Bids without samples of will be rejected summararily.
- (26) There should not be any complaint from the staff members regarding stitching, measurements of the uniform. All complaints about fitting should be attended within a week, failing which the bill may not be processed for payment until the complaint is resolved to the satisfaction of staff.
- (27) Rajiv Gandhi University, Doimukh, Itanagar reserves the right to accept / reject any offer in full or in part or accept any offer other than the lowest offer without assigning any reason thereof.
- (28) Additional terms and conditions will be incorporated in the purchase order, if needed.
- (29) All the terms and conditions mentioned herein must be strictly adhered to by all the vendors. Conditional tenders shall not be accepted on any ground and shall be rejected straightway.

Sd/- Registrar

Memo No. ST-101/Liveries/2014 / 182

Dated, the 30th July, 2019

Copy to:

1. PS to VC for information please.
2. PS to Registrar for information.
3. PA to Finance Officer for Information.
4. PS to CoE for information.
5. All authorized dealers/ suppliers of Naharlagun/ Itanagar.
6. Jt. Director, Computer Centre for uploading the Tender Notice in the University website.
7. Notice Boards.
8. Office copy.



REGISTRAR

APPLICATION FOR PRE-QUALIFICATION

TENDER FORM (TECHNICAL PART)

To,

The Registrar,
Rajiv Gandhi University,
Rono Hills, Doimukh
Arunachal Pradesh-791112

Sub:- Technical Part against Tender No..... Dated.....

Sir,

I, _____ of M/s. _____, hereby agree on the acceptance of this tender by you, to supply to the Rajiv Gandhi University, Rono Hills, Doimukh, Arunachal Pradesh in accordance with the terms and conditions stipulated in the tender.

- 1) Name of Agency/Firm :- _____
- 2) Name of Proprietor :- _____
- 3) Address :- _____
- 4) Mobile/Telephone No. :- _____
- 5) Details of Registration :- _____
- 6) Field of Specialization :- _____
- 7) GST Registration :- _____
- 8) PAN :- _____
- 9) Income Tax Registration No. :- _____
- 10) Supply orders/work order completed during the last two years.
(Attach separate Documents)

2017-18 Rs. _____

2018-19 Rs. _____

Place:- _____

Date:- _____

(Signature of the Bidder)
with Seal

DECLARATION FORM

(Declaration should provide on printed letter head of the Bidder)

DECLARATION

To,

The Registrar,
Rajiv Gandhi University,
Rono Hills, Doimukh
Arunachal Pradesh-791112

Sub:- Declaration against Tender No..... Dated.....

Sir,

Having examined the details of Tender document, I/We hereby submit the prequalification documents and other relevant information.

I hereby certify that all the statements made and information supplied in the statements are true and correct to the best of my knowledge. I understand that if any information found incorrect, the application is liable to be cancelled.

I have furnished all information and details necessary for pre-qualification and have no further pertinent information to supply.

I certify that my firm is not **Blacklisted/ Banned** from business by any organization.

I hereby accept the rules and procedures of the Institute for pre-qualification of contractor and agree that the Institute has the right to accept or reject any application without assigning a reason thereto.

I/We have not tampered/modified the tender forms in any manner. In case, if the same is found to be tampered/modified. I/we understand that my/our tender will be summarily rejected and I/we am/are liable to be banned from doing business with Rajiv Gandhi University, Rono Hills, Doimukh and/or prosecuted.

Place:- _____

Date:- _____

(Signature of the Bidder)
with Seal

Name of the Bidder :

Designation :

Business Address :

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