

**RAJIV GANDHI UNIVERSITY
RONO HILLS, DOIMUKH**

No. ST-146/Lib/2016 /1105

Dated, the 1st Feb., 2017

NOTICE INVITING QUOTATION

Rajiv Gandhi University, Rono Hills, Doimukh invites sealed quotation for supply of furniture to University Library.

The quotation must be reached to the office of the undersigned on or before 15th March, 2017 during office hours as per specifications and terms & conditions.

TERMS AND CONDITIONS

1. All rates quoted should be F.O.R. destination (Rajiv Gandhi University, Doimukh). The Core Price, Tax, discounts etc. if applicable are to be explicitly and separately shown in the quotation. Bidders shall indicate their rates in clear/legible figures as well as in words and should not contain overwriting.
2. Bid Security/Earnest Money of Rs. 12,000/- (Rupees twelve thousand) only should be submitted along with the quotation favouring 'Registrar, Rajiv Gandhi University' payable at SBI Itanagar/Naharlagun or Vijaya Bank, Itanagar/Naharlagun/Doimukh.
3. The bidder must mention the brand of the items wherever applicable.
4. The quoted rates must be valid for 60 days from the last date of submission of quotation.
5. The furniture under the purchase order, when installed, shall be warranted for the quality for a period of at least 1 year from the date installation at Rajiv Gandhi University. If any item(s) found to be defected during warranty period, the same shall be replaced free of cost including all the applicable charges.
6. The bidder should clearly state the model and specification of the furniture.
7. The bidder should clearly state the after sales service centre and detail address.
8. No unsolicited correspondence shall be entertained after the submission of the offer. No enquiry shall be made by the bidder 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.
9. Part delivery is not allowed.
10. The bidder should submit CST/VAT registration certificate indicating the TIN number of the firm. The bidder may also submit up-to-date tax clearance certificate/tax exemption certificate along with the quotation, otherwise TDS and other Taxes as applicable shall be deducted from the bill as per the instructions of the Government.
11. Tender is not transferable.
12. Any offer containing incorrect and incomplete information shall be liable for rejection.
13. Rajiv Gandhi University 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.
14. In the event of delayed delivery, installation etc. after the expiry of the period as agreed by both the parties, the supplier/bidder shall be liable for a penalty deduction at a percentage on the total value as detailed below :
 - a. @ 2% upto one week.
 - b. @ 3% upto two weeks.
 - c. @ 5% upto three weeks.
 - d. @10% for four weeks and above subject to approval given by RGU.

15. Quotation received without Bid Security(EMD) amount by way of DD in favour of Registrar, Rajiv Gandhi University will not be considered at all.
16. Conditional tenders shall not be accepted on any ground and shall be rejected straightway. Printed conditions mentioned in the tender bids submitted by vendors will not be binding on the University.
17. The University may terminate the contract/supply order in whole/part and forfeit the EMD in case the supplier/bidder fails to meet the contractual obligations.
18. No payment will be made for unsatisfactory supply or installation.
19. Additional terms and conditions will be incorporated in the purchase order, if needed, to safe guard the interests of the University.
20. All the terms and conditions mentioned herein must be strictly adhered to by all the bidders.

SPECIFICATION

Sl. No.	Particulars	Specification
1	Double Faced Library Stack Main Section	985mm (wide) x 550mm (D) x 2285mm (Height) - White Colour
2	Double Faced Add-on Section	985mm (wide) x 550mm (D) x 2285mm (Height) - White Colour
3	Journal Display Rack	Four - Five different Models/Measures (Image should be attached)
4	Reading Chair for Library	With arm rest and without arm rest

Sd/- Registrar

Memo No. ST-146/Lib/2016 / 11065

Dated, the 1st Feb., 2017

Copy to :

1. PS to Vice-Chancellor for his kind information please.
2. Sr. System Analyst for information and upload the Notice in the University Website.
3. Guard File.
4. Office Copy.



REGISTRAR