



राजीव गाँधी विश्वविद्यालय
RAJIV GANDHI UNIVERSITY

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

रोनो हिल्स, दोइमुख (इटानगर)
Rono Hills, Doimukh (Itanagar)
दोइमुख - ७९१११२,
Doimukh - 791112,
अरुणाचल प्रदेश
Arunachal Pradesh
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फैक्स/Fax: 0360-2277889
ई-मेल/E-mail: registrar@rgu.ac.in
वेबसाइट/Website: rgu.ac.in

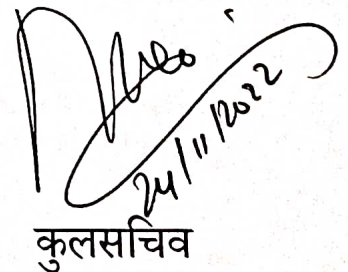
दिनांक/DATE: 24/11/2022

विज्ञापन/ADVERTISEMENT

दर- सूची आमंत्रण के लिए सूचना / NOTICE FOR INVITING TENDER (NIT)

राजीव गांधी विश्वविद्यालय के नाम पट्ट, संकेत पट्ट की पुनः रंगाई, पदस्थता बोर्ड एवं सर्वोत्तम छात्र सूचना बोर्ड आदि को तैयार करने / बनाने के लिए किसी योग्य पंजीकृत फर्म / विक्रेता से मुहरबंद निविदा आमंत्रित किया जाता है। संपूर्ण विवरण अनुलग्नक - 'क' में दिए गए हैं, जिसे विश्वविद्यालय की वेबसाइट - www.rgu.ac.in में देखा जा सकता है।

Sealed quotation is hereby invited from any eligible registered firms/vendors for preparation/making of Name plate, Sign Board, Re-painting of Sign Board, Incumbency boards, Student Topper Notice Boards, etc. in respect of the Rajiv Gandhi University. The detail specifications are provided in annexure - 'A' which can be seen at university website- www.rgu.ac.in.



कुलसचिव
REGISTRAR

राजीव गाँधी विश्वविद्यालय
रोनो हिल्स, दोइमुख
RAJIV GANDHI UNIVERSITY
RONO HILLS, DOIMUKH

फाईल संख्या/No.RGU/HC/RS/2019/24/18

तारीख/Date:-24/11/2022

संकेत पट्ट, नाम पट्ट व पदस्थता बोर्ड के लिए दर-सूची जमा हेतु निबंधन एवं शर्तें

TERMS AND CONDITIONS FOR SUBMITTING OF QUOTATION FOR SIGN BOARDS, NAME PLATES
AND INCUMBENCY BOARDS.

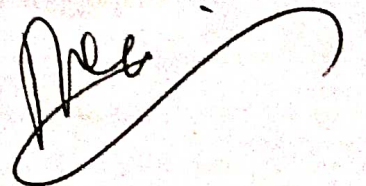
राजीव गाँधी विश्वविद्यालय के नाम पट्ट, संकेत पट्ट की पुनः रंगाई, पदस्थता बोर्ड एवं सर्वोत्तम छात्र सूचना बोर्ड आदि को तैयार करने / बनाने के लिए किसी पंजीकृत फर्म / विक्रेता से मुहरबंद निविदा आमंत्रित किया जाता है।

Scaled quotations are hereby invited from registered firms/vendor for preparation/making of name plate, signboard, re-painting of sign board etc. in respect of the Rajiv Gandhi University.

निबंधन एवं शर्तें

TERMS AND CONDITIONS

1. The rates quoted must be in gross-inclusive of all taxes, packaging, forwarding, freight, installation, transportation and all other incidental charges F.O.R. at Rajiv Gandhi University campus. The quoted rate should be valid for the current financial year.
2. The last date and time of receipt of quotation is on 9th December 2022 (3:00 pm). The quotation shall be opened on the same day at 3:30 PM. If the closing day happens to be bandh/holiday, then the next working day will be treated as last closing /opening day. The interested firm/suppliers must submit the document for registration and verification of the same on or before 3.00 PM of 9th December 2022.
3. Scaled quotation should be addressed to "The Registrar, Rajiv Gandhi University, Rono Hills, Doimukh-791 112, Arunachal Pradesh". before due date and time. No bid shall be accepted/received after the due date and time.
4. Scaled quotation should be submitted to "Office of the Registrar, Rajiv Gandhi University, Rono Hills, Doimukh-791 112, Arunachal Pradesh" before due date and time. No bid shall be accepted/received after the due date and time.
5. Envelope should bear the inscription.
"No. RGU/HC/RS/2019/24 – quotations for Supply of Name Plates and Sign Boards".



6. The bidder should quote the rates for the jobs specified strictly as per the tendered specifications. No deviations in the specifications of the items would be accepted. Tender not adhering to the specifications will be outrightly rejected.
7. The consignment is required to be delivered in Rajiv Gandhi University under dispatch at the suppliers' own arrangement free of additional charges. All offers of delivery should be made ex-stock and clear note should be inserted in case ex-stock delivery is not possible. Any risk of damage or loss in transit, if any, will be bear by the suppliers.
8. All the services that would be required to complete the jobs should be performed as per the specifications and at the locations specified in the supply order.
9. The firm will have to deliver the Name Plate within seven days from the date of receipt of the order and specimen documents need to submit within 7 days.
10. Notice board, re-painting of boards etc. should be completed as per specifications within 10 days from the issue of the order.
11. Proof reading of all the write-ups for the sign boards, name plates, re-painting etc. should be properly done before the execution of the final jobs by the supplier. **Any error thereafter shall not be compensated by the university in any case.**
12. The contract will be initially awarded for a period of one financial block year. This will be extendable another year on the basis up to two years depending upon the performance of the supplier.
13. The bidder should submit the photocopy of Trading License, GST registration certificate and PAN card with the bid.
14. All the documents submitted by the bidder should be duly signed & sealed by the bidder.
15. In following reason deposited EMD will not be refunded-
 - a) Where awarded bidder refuses to complete the executed work without any valid reason.
 - b) Work awarded but not executed with quoted rate.
16. The bidder must submit an amount of Rs. 15,000/- as Earnest money in the shape of Demand Draft in favour of Registrar, Rajiv Gandhi University payable at Bank of Baroda, Arunachal University Branch along with the quotations and the same shall be refunded if disqualified. The EMD of the successful bidder shall be treated as security deposit. Moreover, without any valid reason if bidder breach the agreement of the supply work the said security amount will not be refunded and forfeited into the University account.
17. ***Every terms & conditions of the NIT should be read and understood carefully by the bidder. Henceforth, University will not be liable for any kind of overlooked condition.***

बोली के लिए मल्यांकन

Evaluation of Bids

18. The order will be awarded to the lowest bidder L1.
19. Over writing must be avoided and if done should be countersigned by the authorized person.
20. The rates should be quoted accordingly to the specifications of Name Plates, Sign Board, Incumbency Boards, re-painting of Sign Board etc. given in the specification.
21. In case the Name Plates, Sign Board, Incumbency Boards, re-painting of Sign Board etc supply will be rejected by the RGU, no compensation will be paid.
22. The successful bidder shall supply the Name Plate within 07 days from the date of receipt of the order orally or in writing and Notice board, Incumbency Boards, Sign Boards re-painting boards etc within 10 days in the same condition.
23. L1 should ensure that all the deliverables such as goods or services are as per the specifications and standards.
24. Incomplete quotations are liable to be rejected.
25. Rajiv Gandhi University reserves the right to accept or reject any bid or cancel the tender proceedings without assigning any reason whatsoever.



कुलसचिव

Registrar

मद सूची

LIST OF ITEMS

क्र.संख्या	विवरण/Particulars	यूओएम/UoM	भाषा /Language	दर/Rate
1.	Mild Steel Sign board with accessories <ul style="list-style-type: none"> • Single side (including text) • Both side (including text) 	Per sq. Ft.	द्विभाषी/Bilingual	
2.	Steel Sign board with accessories <ul style="list-style-type: none"> • Single side (including text) • Both side (including text) 	Per sq. Ft.	द्विभाषी/Bilingual	
3.	Iron Sign board with accessories <ul style="list-style-type: none"> • Single side (including text) • Both side (including text) 	Per sq. Ft.	द्विभाषी/Bilingual	
4.	Ply wood Sign board with accessories <ul style="list-style-type: none"> • Single side (including text) • Both side (including text) 	Per sq. ft.	द्विभाषी/Bilingual	
5.	Name plate with accessories for door, Material-wooden(single side) & thickness 6 or 8 mm.	Per sq. ft.	द्विभाषी/Bilingual	
6.	Name plate with accessories, Material-wooden(both side) & thickness 6 or 8 mm.	Per sq. ft.	द्विभाषी/Bilingual	
7.	Name plate with accessories, Material-Metallic (single side) & thickness 2 or 3mm.	Per sq. ft.	द्विभाषी/Bilingual	
8.	Name plate with accessories, Material-Metallic (both side) & thickness 2 or 3mm.	Per sq. ft.	द्विभाषी/Bilingual	
9.	Name plate with accessories, Material-Plywood (single side) & thickness 6 or 8 mm.	Per sq. Ft.	द्विभाषी/Bilingual	
10.	Name plate with accessories, Material-Plywood (single side) & thickness 6 or 8 mm.	Per sq. Ft.	द्विभाषी/Bilingual	

11.	Name plate with accessories, Material-Acrylic(single side) & thickness 3 or 4 mm.	Per sq. ft.	द्विभाषी/Bilingual	
12.	Name plate with accessories, Material-Acrylic(both side) & thickness 3 or 4 mm	Per sq. ft.	द्विभाषी/Bilingual	
10.	Sign board re-painting (including accessories)	Per words	द्विभाषी/Bilingual	
11.	Text pasting on existing signboard. (including accessories)	Per words	द्विभाषी/Bilingual	
12.	Text writing on existing sign board. (including accessories)	Per words	द्विभाषी/Bilingual	
13.	Glow sign board (including accessories)	Per sq. ft.	द्विभाषी/Bilingual	
14.	Flex sign board (including accessories)	Per sq. ft.	द्विभाषी/Bilingual	
15.	Incumbency board (Plywood) (including accessories)	Per sq. ft.	द्विभाषी/Bilingual	
16.	Pasting & Painting on existing Incumbency boards\name plates\ boards etc. (including accessories)	Per words	द्विभाषी/Bilingual	

नोट/Note: Text on the items must be in the bilingual form i.e. Hindi & English.

सूचना पट्ट, नाम पट्ट तथा पदस्थता बोर्ड का विनिर्देशन

Specifications of the Sign boards, nameplates & Incumbency boards

क्र.सं.	विवरण/Particulars	विनिर्देश/Specification
1.	Mild Steel Sign board with accessories	<ul style="list-style-type: none"> The height of the sign board should be at the proper eye level. The sign board should be roof top. The board should be properly primed. Thickness: 3 mm
2.	Steel Sign board with accessories	<ul style="list-style-type: none"> The height of the sign board should be at the proper eye level. The sign board should be roof top. The board should be properly primed.
3.	Plywood Sign board with accessories	<ul style="list-style-type: none"> The height of the sign board should be at the proper eye level. The sign board should be roof top. The plywood should be of good quality and water and termite proof Thickness: 12 mm
4.	Iron Sign boards with accessories	<ul style="list-style-type: none"> The height of the sign board should be at the proper eye level. The sign board should be roof top. The iron sign boards should be of good quality and water and rust proof.
4.	Name plate with accessories for table	<ul style="list-style-type: none"> The material can be of acrylic plastic or metallic.
5.	Name plate with accessories for door (both /single side)	<ul style="list-style-type: none"> The material can be of acrylic/wood/metallic/plywood. The hanger should be sturdy and properly primed. The paints used should be anti-corrosive. Accessories with hanging ring for free movement of the plates.
6.	Sign board re-painting	<ul style="list-style-type: none"> The board should be primed. The paints used should be anti-corrosive.
7.	Glow sign board	<ul style="list-style-type: none"> It should have good glowing properties.
8.	Painted sign board	<ul style="list-style-type: none"> The paints used should be anti-corrosive.
9.	Flex sign board	<ul style="list-style-type: none"> The flex material used should be of good quality. The print should be of high resolution.
10.	Incumbency board (wooden)	<ul style="list-style-type: none"> The board should be well varnished. The plywood should be of good quality and water and termite proof Thickness: 12 mm