



جامعة عليا

Aliah University

(A UGC & AICTE approved autonomous Institution under the Department of Minority Affairs and Madrasah Education, Govt. of West Bengal)

IIA/27, New Town, Rajarhat, Kolkata – 700 160, West Bengal

Web: www.aliah.ac.in

NOTICE INVITING QUOTATION

Ref No -014/AU/REG/NIQ./17-18

Date: 28/12/2017

Sub: Sealed Quotations are invited from the bonafide and resourceful Vendors for Supplying and fixing vertical blinds at the Department of Physics of Aliah University, Newtown campus

Aliah University, Kolkata a Premier Educational Institute under the Minority Affairs and Madrasah Education Department, Government of West Bengal, invites **Sealed Quotations from the bonafide and resourceful Vendors for Supplying and fixing vertical blinds at the Department of Physics of Aliah University, Newtown campus.** The tentative quantity of the required items along with technical configuration of each items are mentioned at Annexure separately. Aliah University is looking for interested bidders who have experience in supplying of above type of materials.

NIQ document will be downloaded from **Website** of Aliah University, <http://www.aliah.ac.in>.

Quotation must be submitted on or before **09/01/2018** at 3 PM at the **Office of the Registrar, Aliah University, IIA/27, New Town, Kolkata- 700160, West Bengal, India** by Speed-post/registered Post/by hand. Incomplete applications or applications received after the last date of submission will not be considered.

Annexure I : General Terms & Conditions

Annexure II : Technical Bid Application Format and Price Bid

Sl.	Schedule	Date & Time
1	Date of uploading of NIQ (Publishing Date) at Aliah University Website	28/12/2017 at 2 PM
3	Quotation submission start date	29/12/2017 at 12 PM
4	Quotation Submission closing	09/01/2018 at 3 PM
5	Techno Commercial Bid opening date the O/o The Registrar, Aliah University, New Town (Tentative)	10/01/2018 at 3PM

Sd/-
Registrar
Aliah University

ANNEXURE I: GENERAL TERMS & CONDITIONS

- Work must be completed** within 21 days of issuing work order.
- Rates quoted should be on F.O.R., Various Location of Aliah University, on Door Delivery basis inclusive of all Taxes for the items supplied. **Items should be delivered at Department of Physics, New Town Campus of Aliah University at free of cost by the bidders.**
- Prices can be quoted in Indian Currency only (₹). No extra payment will be made for carrying of materials. Aliah University is not bound to pay delivery charges or any other charges for the supplied samples.
- The Vendor will have to install and commission the material up to satisfaction of Respective Authority.
- All disputes are subject to exclusive jurisdiction of competent Court and Forum in Kolkata, India only.
- On the door delivery will be necessary.
- The bid should be **complete** in all respects and **duly signed** wherever required. Incomplete and unsigned offer will not be accepted
- Liquidated Damage:** If a firm accepts an order and fails to execute the order in full as per the terms and conditions stipulated therein, it will be open to this institute to recover liquidated damages from

the firm at the rate of 1% per week of the order value subject to a maximum of 10% of the order value. It will also be open to this institute alternatively, to arrange procurement of the required stores from any other source at the risk and expense of the firm, which accepted the order but failed to execute the order according to stipulated agreed upon

9. If any kind of defect in equipment/ machine or deviations from the specification are detected and reported, the supplier should replaced or rectify the defect immediately
10. **Payment Condition:-** 100% payment will be released after receiving of items in good order and condition and successful installation, demonstration and commissioning duly certified by the concern authority. Successful vendor should arrange to submit a **Performance Bank Guarantee/ Fixed Deposit Receipt** to the tune of 5% amount of the total purchase value at the time of submitting the bill as security deposit. This as security deposit should be issued from any Nationalized Bank and validity of the same will be till **warranty period +60 days** from the date of delivery / installation of the material. The payment will made by RTGS / FUND Transfer mode only. **Hence, following information must be clearly written in the Price Bid for RTGS / FUND TRANSFER:**
 - a. Name of the Firm with complete postal address
 - b. Name of the Bank with Branch where the Account exist
 - c. IFSC CODE
 - d. ACCOUNT No
 - e. PAN No
 - f. VAT/TIN No (Required from the vendors belongs to West Bengal)
11. The categories of items and quantity indicated in the NIQ Document are tentative. Aliah University (AU), however, reserves **the right** to increase or decrease the quantity or delete some or all of the items depending on the needs of the AU and availability of funds without assigning any reasons.
12. Bids shall remain **valid** for a period not less than 180 (One Hundred Eighty) days after the dead line date for Bid submission.
13. Any dispute arising out of this contract shall be referred to the Registrar, Aliah University, and if either of the parties hereto is dissatisfied with the decision, the dispute shall be referred to the decision of an **Arbitrator**, who should be acceptable to both the parties, to be appointed by the Vice-Chancellor of the University. The decision of such Arbitrator shall be final and binding on both the parties.

Annexure II : Technical Bid Application Format and Price Bid
(Please attach all relevant documents)

To
The
Registrar
Aliah University
IIA/27, New Town,
Kolkata-700 160

Sub: Supplying and fixing vertical blinds at the Department of Physics of Aliah University, Newtown campus

Ref: - _____N.I.Q. Nodated

Sir,

1. ABOUT THE ORGANIZATION	
1.1	Name of the Organization
1.2	Registered Office Address with telephone no. & email address
1.3	Authorized Service Station Name, address, contact person name, phone number, e-mail
2. TECHNICAL DOCUMENTS	
2.1	Company Registration No./Trade License No./Partnership Deed No.
2.2	PAN Registration No(if any) (Photocopy Required to Be Submitted along with NIQ)
2.3	GST Registration No(if any)

(Photocopy Required to Be Submitted along with NIQ)				
COMPLIANCE STATEMENT AND PRICE BID				
Sl	Para of Quotation Enquiry Specification	Unit (nos)	Specification Complied (Yes/No)	Total Rate (INR) Inclusive of all Taxes, delivery & warranty
<u>1</u>	Providing and fixing vertical blinds 100 mm Regular quality of MAC or equivalent make made from 100% polyester yarn coated with fade resistant polymer to ensure complete opaquely, including all fixtures and fittings complete in all respect etc. (4 X 112 sq.ft for each window area)	448 Sq. Ft.		
Total Amount Quoted				
Total Amount in Word:-				

Certify that all above information are correct to the best of my/our information, knowledge and belief.

Signature of the Bidder

Date

Name _____

Designation _____

Contact no :

Seal

E mail address :

Postal Address:

Reference No: - 014/AU/REG/NIQ./17-18

Date: 28/12/2017

Copy to:

1. The Chairman, Departmental Purchase Committee, Aliah University
2. HoD, Department of Physics, Alaih Universtity
3. Notice Board at New Town Campus, IIA/27, New Town, Rajarhat, Kolkata – 700 160
4. Notice Board at Park Circus Campus, 17, Gora Chand Road, Kolkata – 700 014
5. Notice Board at Main Campus, 21, Haji Md. Mohsin Square, Kolkata – 700 016
- 6. Website: www.aliah.ac.in**

Sd/-

REGISTRAR