TENDER NOTICE

ENQUIRY No: ETCEJU /2018-19/Furniture-01
(To be quoted in all Correspondences)

TELEPHONE NO: (033)2457-2810/2404/2419

Date: 03.07.2018

JADAVPUR UNIVERSITY
KOLKATA – 700 032, INDIA

Dear Sir,

I shall be pleased to receive your lowest possible quotation in a SEALED COVER with our ENQUIRY NUMBER within the DUE DATE duly super scribed on the COVER and on the face of the offer letter for the supply of the under mentioned goods or articles, subjects to the TERMS AND CONDITIONS outlined below:

Last date for submission of Quotation: 18/07/2018 (Within 16:00 p.m.)

Sl. No.	PARTICULARS	BRAND/MAKE	APPROXIMATE QUANTITY
1.	Computer Chair without arms	-	Ten

Interested vendors may inspect the **P C Lab, T-1-1A, Ground Floor, Civil Building,** *Dept. of ETCE, JU on any working day and quote for it.*

* **Note:**

- Quotation shall be accepted only from GST registered Vendor/ Dealer/ Manufactures etc. **THE GST REGISTRATION NUMBER MUST BE MENTIONED ON THE QUOTATION.**
- Sealed envelope containing detail specification of material with price bid shall be submitted in the tender box assigned for the tender in **ETCE Dept., JU (Room No. T-3-6, second floor)** 2nd floor, Kolkata – 700 032.
- Warranty must be mentioned in your offer on the above items.
- **The last date of submission of tender is 18th July 2018 within 16.00 pm** at the **ETCE Dept., JU (Room No. T-3-6, second floor)** 2nd floor, Kolkata – 700 032. Department **to be opened at 16.30 p.m. Venders are request to attend.**
- University reserve the right of selection.
- **For further clarification and more specific details, please contact P C Lab, T-1-1A, Ground Floor, Civil Building / HOD, ETCE Dept., JU/Store of ETCE Dept.JU.**
- Validity of your offer will be 45 days w.e.f. the date of publication of the tender.

Yours faithfully
S.S. Chaudhuri
Authorized Signatory
HOD, ETCE, JU

TERMS & CONDITIONS OF TENDER

1. Quotation should be for FREE DELIVERY at Jadavpur unless otherwise arranged.
2. Prices quoted should be nett and minimum period of validity of the quotation SHOULD BE FOR SIX MONTHS from the closing date
3. Quotations should be free from CORRECTIONS and ERASURE
4. Sample must be attached with quotation in all possible cases.
5. Manufacturer's NAME and the COUNTRY OF ORIGIN of the materials offered must be clearly specified failing which the Tender will not be considered.
6. Samples must be submitted where specified so as to reach this office before the DUE DATE of Enquiry. Samples must be labelled clearly with our ENQUIRY NUMBER, DUE DATE, NAME OF FIRM and number on sample must correspond to the items in the tender.
7. The tenderers will not be entitled to ask for any further information other than whether their tenders have been received or not.
8. The University does not bind itself to accept the lowest or any tender or assign any reason for non-acceptance. It further reserves the right to accept any tender in part or in whole at its option.
9. If the University finds that the materials supplied are not of the contract quality or not according to the specification required by the University or otherwise not satisfactory owing to any reason, of which the University shall be the sole judge, the University shall be entitled to refuse the acceptance of the said materials, cancel the order and buy its requirement elsewhere at supplier's responsibility.
10. Tenderers must as far as possible, arrange to supply the materials according to the terms of delivery specified in the orders. If however this is not possible, they shall clearly specify the time in which the delivery of the articles can be effected. This delivery time must be strictly adhered to. Failure to supply within the specified time will lead to cancellation of the order without notice.
11. If the deliveries are not regular and if on that account the University is forced to buy the materials elsewhere, any loss or damage that the University may sustain thereby will be recovered from the supplier for non-delivery at the scheduled periods.
12. THREE consecutive failures to supply within the scheduled time or times will entail removal of the Tenderer's name from the Approved List of Suppliers.
13. **If any tenderer proposes to charge GST TAX & Delivery charges, in addition to his quoted rates this fact should be stated specifically in his quotation. In the absence of such statement the rate quoted will be deemed to be inclusive of GST & Delivery charges.**
14. Non Compliance of a order may lead to cancellation of enlistment and no enquiry will be issued in future. Up to 10% of bill value may be deducted for default on delivery.
15. **IN ALL CASES OF DISPUTES, THE DECISION OF THE UNIVERSITY SHALL BE FINAL & BINDING ON YOU.**

By Order