



UNIVERSITY OF ALLAHABAD
Limited Tender Enquiry (LTE)

No. : 03/PRAVESH/2019

Dated: 09/01/2019

To,

Dear Sir/s,

We intend to purchase the Flex Board for Admission work at Pravesh Bhawan, University of Allahabad during Admission Work - 2019. Kindly send your QUOTATION giving lowest rates per Sq. Ft. along with terms and conditions in Sealed Cover addressed to Director, Admissions-2019, Pravesh Bhawan, University of Allahabad, Chaitham Lines, Allahabad so as to reach this office on or before 21st January, 2019.

THE WORD "QUOTATION", OUR REFERENCE NUMBER AND DATE SHOULD BOLDLY BE MENTIONED ON THE COVER.

Sl. No.	Description of the Goods	Quantity Required	Allocated Fund (In Rs.)
1	4x5 Sq ft.	15	5,00,000/-
2	3x6 Sq ft.	20	50,00,000/-
3	3x8 Sq ft.	20	as a part of
4	3x10 Sq ft.	20	Advertisement
5	4x10 Sq ft.	50	

Prof. Manmohan Krishna
Director
Admission-2019

- While submitting the quotation following should invariably be mentioned:
 - Name of the manufacturer of the item quoted along with brand name, if any.
 - Details of specification.
 - Lowest rate F.O.R. destination.
 - Discount, if any.
 - Sales Tax /VAT at concessional rate as applicable to the Educational Institutions.
 - Period of validity – (minimum six months).
 - Firm delivery time from the date of receipt of confirmed order, condition of supply and terms of payment.
- If you are manufacturer of the items or if you have proprietary distribution/sales authorization, please mention it in the quotation.
- For items of equipment nature the Instruction Manual, Diagram of the circuit drawing must be supplied along with supply without which the delivery shall be incomplete.
- Please fill in and return the Suppliers Profile Form.
- Terms & Conditions as applicable are attached.

N.B.

- Under no circumstances unsealed quotation will be entertained in the office.
- Quotations received after the due date shall not be considered.
- Rate must be quoted as per above table format.

(Prof. Man Mohan Krishna)
Director, Admissions-2019
Prof. Manmohan Krishna
Director
Admission-2019

Terms & Conditions

1. Quotation received after due date and time shall be summarily ignored.
2. Unsolicited / conditional / unsigned tenders shall not be considered.
3. Complete specification with model and manufacturer name and address should be given while quoting. Literature / Pamphlets should also be enclosed wherever applicable.
4. Rates must clearly indicate all taxes and discounts offered, if any.
5. No price negotiation will be entertained in normal course of action.
6. In case the products are available on DGS&D rate contract, may quote DGS&D rate contract rates enclosing a copy of the rate Contract.
7. Delivery shall be given in 07 days of receipt of purchase order at the Pravesh Bhawan, University of Allahabad. The offered delivery period shall have to be strictly adhered to incase an order is placed.
8. IT, TT would be recovered as per rules. Kindly furnish your CST, UPTT and TIN/GSTIN Number in your quotation for our records.
9. Payment shall be made on delivery and satisfactory installation in case of equipment.
10. After sale ,the service will be provided free of cost up to warranty period. Charges after warranty period may be quoted.
11. Tender conditions, if any, or otherwise sent also with the tender shall not be binding on us.
12. The acceptance of the quotation will rest with the competent authority of Allahabad University, who does not bind himself to accept the lowest quotation and reserves the right to himself to reject, or partially accept any or all the quotation & received without assigning any reasons.
13. All the above instructions and our standard terms and conditions must be complied, failing which your offer may be liable for rejection.
14. All suits shall be in the courts of **Allahabad Jurisdiction** only.
15. Terms & conditions of purchase as per University rules shall be applicable.
16. Tender should be addressed to the **Director, Admissions-2019, Pravesh Bhawan, University of Allahabad, Chaitham Lines, Allahabad.**
17. **Vendor must enclose a authorization certificate of the company with tender document, if applicable.**
18. Successful bidder shall furnish an unconditional PBG / SD valid till 60 days after the warranty period from any nationalized / scheduled bank for 5% of the total amount increase of equipment or as instructed by Director, Admissions-2016 as per University rules.
19. Liquidated damages rate for delay in delivery is 0.5% per week & max. 5% of the total amount.

Signature with Seal





UNIVERSITY OF ALLAHABAD
Supplier Profile Form

1. Firm's Name : _____
 2. Owner's Name : _____
 3. Full Postal Address :
 1. _____
_____ PIN _____
 2. _____
_____ PIN _____
 4. E-mail address : _____
 5. Website address : _____
 6. Contact Person's Name : _____
 7. Contact No. : Phone No. : _____ Mobile No.: _____
Fax No.: _____ City: _____ State: _____
 8. Sale Tax Registration No. : UPTT No.: _____ CST No.: _____
(Enclose Xerox copy) TIN _____ GSTIN _____
 9. PAN : _____
(Enclose Xerox copy)
 10. Shop Act Registration No : _____
(Enclose Xerox copy)
 11. Excise Registration No. : _____
(Enclose Xerox copy)
 12. Current Bank Account No: _____ (Statement of last
twelve months should be enclose)
 13. Manufacturer or Supplier : _____
(In case of supplier please enclose authorization of your Principal)
1. List of the organizations to whom the materials have been supplied
 2. Item(s) name you want to supply : (Major category) _____
Item wise rate list, with available discount (if any), is attached.
- Note : Supplier must print CST/UPTT/TIN/GSTIN No. on their Letter Head / Bill / Quotations.**

Signature with Seal