

**VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY, ODISHA:
BURLA**

(Formerly U.C.E., Burla)

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**TENDER DOCUMENT
FOR**

**SUPPLY OF AC CEILING
FAN & PEDESTAL FAN TO ELECTRICAL MAINTENANCE SECTION, VSSUT, BURLA**

QUOTATION No. VSSUT/ EM/3143

Dated:18/09/2017

Last Date of Submission of Quotations : 13/10/2017

Date and time of Opening of Quotations : 14/10/2017 at 11 hrs

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VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY, BURLA, ODISHA

No. VSSUT/EM/ 3143

Date: 18/09/17

TENDER CALL NOTICE

Sealed Tenders are hereby invited from Registered Suppliers / Authorized Dealers / S.S.I. Units having up to date GST & Income Tax clearance and interested in Supply of “AC Ceiling fan 48 Sweep Double Ball Bearing& Pedestal Fan” to Electrical Maintenance of VSSUT, Burla The sealed tenders shall reach the office of the undersigned latest by date 13/10/2017 till 4.00 PM by Regd. Post/Speed Post only. Tenders received beyond this date line are liable to be rejected.

Terms and Conditions:

1. Quotation documents must be filled in on the attached Performa only on company letter head and must reach to this office by 13/10/2017 till 4 .00 PM. Under a sealed cover by registered/ speed post only. Any additional information you wish to provide may be attached separately and not on the attached Performa. The quotations will be opened on 14/10/2017 at 11 hours in the office of the COF/Registrar in the presence of Tenderer or their authorized representative, if any.
2. Quotation received after the due date & time is liable to be rejected. Tenders by FAX/ e-mail will not be entertained.
3. The envelope containing the quotation must be super-scribed as “**Quotation for AC Ceiling Fan with down rod & Pedestal Fans**” to Electrical Maintenance, Burla .
4. The Registrar may reserves the right to reject any or all the Tenders without assigning any reason and the decision of the university shall be final & binding.
5. The Registrar may cancel the order if it is found that the agency is black listed on previous occasions by any of the departments/ institutions/ local bodies etc.
6. The Registrar may reject the bid even if it accepted but the successful bidder fails to furnish the performance security or to execute the contract agreement.
7. **Payment terms:** 100% amount of the order would be paid within 15 days on successful supply of the materials with good condition and getting satisfactory report from the Prof -in- Charge, Electrical Maintenance Section of the university.
8. The suppler must submit valid up-to-date Income Tax Clearance & GST along with bill before release of payment.
9. The Registrar, VSSUT, Burla reserves the right to cancel the work order if the equipments supplied & installed fail to meet the specifications mentioned in the order.

10. The Registrar, VSSUT, Burla reserves the right to call the firms and to conduct negotiations, if necessary.
11. Any loss/ damage during transit will be at the cost of the Firms..
12. Any dispute arising out of the deal shall be subjected to the jurisdiction of the court at Sambalpur within the state of Odisha..
13. The Tenderers shall quote quality specifications of the Materials, unit price with GST .
14. The Tenderes shall clearly specified Transportation charges .
15. Loading & Unloading charges shall be borne by the Concerned Firm.
16. The period of warranty of services/replacement, if any, shall be indicated clearly.
17. All the tenders received will be opened in the presence of the tenderers/ their authorized representatives on in the stipulated date. If for any reason office will be closed in the stipulated date the tender will be opened on next working day at 11.00AM.
18. The selected Tenderers must supply the material within 20 days after receiving the work order from the undersigned failing which the work order shall be liable to be cancelled.

TECHNICAL SPECIFICATION

Sl.N o.	Description of materials	Qty.	Amount
1	2	3	4
01	AC Ceiling Fan Usha Prima/Polar/Crompton &Greaves/ Khaitan /Orient 48 Sweep Double Ball Bearing	20 Nos.	
02	Down Rod of 4 feet	20 Nos.	
03	Pedestal Fan Usha Prima/Polar/Crompton &Greaves/Khaitan /Orient/Cini .	6 Nos	

DETAILS PERTICULARS OF FIRMS/DEALERS/ VENDORS

S/L	Description	To be filled in by Party
1	Name of the Vendor:- Dealer/ Supplier/SSI Unit	
2	Address with phone No./FAX/ e- Mail	
3	Contact Person(s) Phone No. /Mobile No.	
4	Warranty Period from the date of supply.	

5	Delivery Schedule: Within 20 days on releasing the purchase order	
6	Validity of quotes: Should be valid for period of 30 days Validity of quotes: Should be valid for period of 30 days from the last date of submission. The price should be quoted in INR with applicable taxes.	
7	Payment terms: 100% against delivery of the material in good condition.	

Documents to be attached:

- a) Copy of Income Tax Clearance Certificate .
- b) Copy of PAN Card.
- c) Copy of Authorized Dealership/SSI unit.
- d) Any other documents, if required

DECLARATION:

I hereby certify that the information furnished above is full and correct to the best of my/our knowledge. I understand that in case any deviation is found in the above statement at any stage, the vendor will be black listed and will not be permitted to have any dealing with VSSUT, Burla in future.

Authorized Signatory of Vendor with seal

Sd/-


 Registrar
 VSSUT, Burla
REGISTRAR
 V.S.S. University of Technology
 Burla, Sambalpur, Odisha-768018