

NORTH EASTERN HILL UNIVERSITY

TENDER DOCUMENT

TENDER for the WORK : Procurement of materials for minor works in Departments & Staff Quarters at Permanent Campus, NEHU, Shillong..



CAMPUS DEVELOPMENT DEPARTMENT

2017-18

Signature of the Contractor_____

Signature attested

NORTH EASTERN HILL UNIVERSITY
Campus Development Department
Permanent Campus, Shillong.
SHORT NOTICE INVITING QUOTATIONS

On behalf of the North Eastern Hill University, sealed quotations are invited from the approved/authorized dealers with sound financial background accompanied by a quotation fee of Rs.50.00 (Rupees fifty) only (Non-refundable) for the following works. The quotations will be received up to **2.00 P.M. on 19th January 2018.** (To be dropped in the tender box) and will be opened on the same day at 3.00 P.M. in the presence of the contractors or their authorized representative if any:-

<i>Sl.No.</i>	<i>Particulars of Work</i>	<i>Estimated Amt</i>	<i>Earnest Money</i>	<i>Time of Completion</i>	<i>Tender Fee</i>
(A)	Procurement of materials for minor works in Departments & Staff Quarters at Permanent Campus, NEHU, Shillong.	Rs.49,155.00	Rs.580.00(Rs 4,90.00 for SC/ST)	15(fifteen) days	Rs.50.00

NOTE :-

- Detailed particulars and quotation papers can be downloaded from the website www.nehu.ac.in w.e.f ...16th January 2018 ... (After 4.00 PM) to ...19th January 2018. (Upto 1.00PM).**
- Required Earnest money in the form of Call Deposit/Demand Draft/Banker's Cheque duly pledged to NEHU, Shillong.
- Quotationers are to enclose the valid Authorised Dealer Certificate & Also Clearly Specify the Make & Warranty/ Guarantee for the Items to be supplied.**
- The prospective tenderers should deposit tender fee through NEFT/RTGS to the account as detailed below and send an email to fo@nehu.ac.in mentioning the purpose of deposit with Bank transfer no/UTR no and date. A copy of proof of such deposit made should be enclosed with the tender documents.

Details of Account:

Name of Account holder : **Finance Officer**
Name of the account : **NEHU Revenue Account.**
Name of the bank and branch : **State Bank of India, NEHU Branch, Shillong.**
IFSC Code : **SBIN0004295**
Account no. : **10203801042**

Alternately, Tender Fee can also be paid online through State Bank of India online portal www.onlinesbi.com >[sbicollect](#)>[Meghalaya](#)>[Educational Institution](#)> **NEHU Development Account**>**Tender Fee.**

Attach the State Bank Collect Transaction ID with the Tender Document.

PLEASE NOTE THAT PoS SWIPE IS NOT ACCEPTABLE.

- Quotationers should quote their rates in the given Performa, only.
- Joint ventures are not accepted.
- Rates quoted by the quotationer should be inclusive of all taxes, duties, freight and insurance charges, packing, forwarding and testing charges and any incidental charges at F.O.R.NEHU, permanent campus, Shillong for materials only and complete supply item of the work. **Rates quoted to be inclusive of taxes on account of GST. The tenderer should have valid GST registration as authorized by the Sales Tax department .**
- The Tender shall be received & opened on the next working day, in case the date stipulated for receipt & opening of Tender in this NIT is declared a Holiday / non-working day.

9. All materials should be of approved make manufacturer conforming to the relevant specification and I.S Code/standards. Quotationer shall quote name of the make of respective item and it is essential.
10. No escalation, extension of time and advance for the work will be granted unless specifically approved by the competent authority.
11. The University reserves the right not necessarily to accept the rate of the lowest quotationer and may reject any or all the quotations without assigning any reason thereof.
12. The payment for the work shall be made by the Finance Department of the University.
13. The quotationer should invariably indicate their complete Postal address including Pin code, name of the work, supply and NIT no clearly on the envelope containing their quotations.
14. Non-Tribal firms are to furnish Valid Trading license issued by the Competent Authority without which the tenders will not be accepted.
15. Please note that near relatives of the officers and staff of CDD are not allowed to participate in the tender. In case it is found so, the tender of such tenderer will be disqualified. The term 'relative' for this purpose would be as who are not near relatives of University Engineer/Divisional Accountant or Superintending Engineer or Executive Engineer or /Assistant Engineer/Junior Engineer of the University. Note: A near relative means wife, husband, parents, in-laws, children, brothers, sisters, uncles, aunts and cousins.

Sd/-

Executive Engineer

No CD -M/Estm/148/2017 --...446

Dated ... 10/01/2018.

Copy to :-

1. The P.S. to Vice Chancellor, NEHU, Shillong
2. The S.P.A. to Registrar, NEHU, Shillong.
3. The Finance Officer, NEHU, Shillong.
4. The CVO, NEHU, Shillong.
5. The Technical Branch, CDD, NEHU, Shillong
6. Shri. A.D. Roye, Public Information Officer, C.D.D., NEHU, Shg,
7. The Technical Officer, VSAT, NEHU, Shillong, with a request to insert the NIQ in the web site of the University.
8. NOTICE BOARD

Sd/-

Executive Engineer

To

The Executive Engineer,
Campus Development Department,
North Eastern Hill University, Shillong.

Subject: **Submission of tender for** "...Procurement of materials for minor works in Departments & Staff Quarters at Permanent Campus, NEHU, Shillong....."

Sir,

I/we have the honour to submit the tender for above mentioned work for favour of your consideration and orders.

The earnest money, proof of deposit towards tender fee is enclosed herewith.

I/we am/are submitting following documents for your consideration.

1. The Sales tax clearance certificate for the year_____.
2. Authorised Dealer/ Sub- dealer Certificates for :.....
3. Non-Tribal Trading License, if applicable.

Yours faithfully

(SIGNATURE AND ADDRESS OF THE TENDERER)

ANNEXURE I : SCHEDULE OF ITEMS

Name of the work:- Procurement of materials for minor works in Departments & Staff Quarters at Permanent Campus, NEHU, Shillong.

Sl. No.	Items with Specification	Qty	Unit	Rate(Rs) to be quoted in figure & words	Amount (Rs)
1.	Decorative Fancy wall bracket with glass shade.	3	nos		
2.	Mirror light fitting	1	no.		
3.	16A , 6pin switch-socket combine w/o box.	23	nos		
4.	16A , 6pin switch-socket combine with box.	1	no.		
5.	2.5 sqmm. Copper wire.	10	mtr.		
6.	5A F/T Switch	7	nos		
7.	5A F/T Socket	7	nos		
8.	6A MK Switch	2	nos		
9.	6A MK Socket	2	nos		
10.	16A MK Switch	4	nos		
11.	16A MK Socket	8	nos		
12.	3 Modular Plate MK	2	nos		

13.	36/40W tube light fitting (strip type) w/o tube	6	nos		
14.	Angle Holder	2	nos		
15.	Starter	20	nos		
16.	PVC surface switch board 6"x8".	1	no.		
17.	PVC surface switch board 10"x12".	2	nos		
18.	Copper Choke 36/40w.	27	nos		
19.	Electronic Choke	40	nos		
20.	Tube Light 36/40w.	98	nos		
21.	PVC square box	2	nos		
22.	Exhaust Fan 9"	2	no.		
23.	Exhaust Fan 12"	1	no.		
24.	Wall Fan	1	no.		

TOTAL :

(rupees.....)only

SIGNATURE of the CONTRACTOR