


NORTH-EASTERN HILL UNIVERSITY
SHILLONG

Quotation Notice

F.No.6-38/P&S/NEHU GUEST HOUSE/GHY/2016- 1535

Dt- 12/6/17

Sealed quotations are invited from the reputed registered Firms for Supply of **Furnishing items for NEHU GUEST HOUSE, near Borjhar Airport, Guwahati**, for a period of 1(one) year. Last date for receipt is **04th July ,2017 before 1: 00 pm in the Purchase & Store Section, Administrative Building, NEHU, Shillong**. Details available at University's website www.nehu.ac.in.

Sd/-
Registrar


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In continuation of this Quotation Notice of even No.1340 Dated- 20th December,2016, please Quote the following additional items for **NEHU GUEST HOUSE, near Borjhar Airport, Guwahati** as per the details as shown at **Annexure – I.**

1. Name of Firm (Capital letters) :
 2. Full Address :
 3. Name of contact person :
 4. Telephone No. :
 5. Trading License from KHADC :
(as applicable)
 6. Income Tax/Sales Tax :
Clearance certificate
 7. Names of Clients/Organisations where empanelled or supplied in the past.
2. Envelope containing the quotations should be sealed with wax of cello tapes and duly superscript **"QUOTATION FOR SUPPLY OF ADDITIONAL FURNISHING ITEMS FOR NEHU GUEST HOUSE, near Borjhar Airport, GUWAHATI,"** should be addressed to **"The Asst. Registrar (P&S), NEHU Permanent Campus, Shillong-793022** and should reach the undersigned **on or before the 04th July, 2017** .The Quotations will be opened on the same day at **2.30 P.M.** in the Committee room, Administrative Building, NEHU, Shillong. Interested firms may send their representatives on the opening day to witness the opening of the quotations. However, if the date for receiving and opening of tenders is subsequently declared as holiday(s) the tenders will be opened on the next working day following the holiday but there will be no change in the time for opening inducted above.
3. The quotation should be accompanied with an Earnest money of **Rs 50,000/- (Rupees fifty thousand)** only in the form of Demand Draft/Bankers Cheque issued by S.B.I in favour of NEHU, Shillong. *Those who have submitted in the Quotation called earlier for NEHU GUEST HOUSE, Guwahati need not submit.* **Tenders not accompanied by the prescribed earnest money specified above will be summarily rejected. Earnest Money deposited in previous years shall not be considered whatsoever.**
4. The earnest money of the selected firms will be retained by the University as security deposit and this will be released after 1(one) year of the expiry of the contract and Earnest Money of the Unsuccessful tender(s) shall be refunded within 3(three) months of opening of the tender. **If the approved firms/renderers fail to supply the items within 20(twenty) days from the date of order his/her tender will be cancelled and the security deposit will stand forfeited to the University and the firm shall be blacklisted by the University.**

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5. All the rates quoted for **specific brand/quality** etc. should be **inclusive of all taxes**. The rate quoted, however, should include packing, binding, transportation and delivery charges and fitting charges F.O.R at **NEHU GUEST HOUSE, near Borjhar Airport, GUWAHATI**.
6. The applicability of rates should be valid for a period of 1(one) year.
7. Only one rate should be quoted against a particular item/brand. Overwriting/overtyping in the rates quoted against any items will not be accepted.
8. All items to be supplied should be of quality recommended and as per sample or specification given.
9. The University reserves the right to reject any or all quotations without assigning any reasons thereof and does not bind itself to accept the lowest quotations.
10. The tender is liable to be ignored if complete information as asked for is not given therein.
11. The terms and conditions of the quotation is binding.
12. Detailed terms and conditions of supply after selection will be binding.
13. Non-tribal or outside State shall submit the Trading License from KHADC within 10(ten) days after considering the rate for supply.
14. The average turnover per year for the 3 years should be more than 1 crore for which proper document need to be submitted.
15. The furniture should be customized to suit the room and should not be only readymade.
16. The supplier should be ready to come for a presentation on his products. The University reserves the right to ask the supplier to furnish one room as a sample, if required.

Sd/-
Registrar

Name of the Items

- a) *2 Door Almira*
- Product dimensions : **800mm x 520 mm x 2100mm**
 - Material : Waterproof plywood board of **19 mm** Thickness
 - Hinges : All soft close.
- b) *1 Door Almira*
- Product dimensions : **400mm x 520mm x 2100mm**
 - Material : Waterproof plywood board of **19 mm** Thickness,
Fixed with looking mirror.
 - Hinges : All soft close.
- c) *Dressing Table
(With drawers)*
- Product dimensions : **500mm x 400mm x 1800mm**
 - Material : Waterproof plywood board of **19 mm** Thickness
 - Hinges : All soft close.

All products should be BIFMA & ISO Certified.