पूर्वोत्तर पर्वतीय विश्वविद्यालय
पू॰ प॰ विवि॰ परिसर, शिलांग-७९३०२२ (मेघालय)

North-Eastern Hill University
NEHU Campus, Shillong - 793 022 (Meghalaya)

Dr. S. Majaw,
Director, Design Innovation Centre (DIC)

Email: director.dic@nehu.ac.in
dic@nehu.ac.in

No.:DIC-NEHU/HUB/2026-27/146 Dated:5th November 2026

NOTICEINVITEQUOTATION

The Design Innovation Centre (DIC), North-Eastern Hill University, Permanent Campus, Mawkynroh, Shillong-793022, quotations are invited from the registered and approved companies/suppliers/ vendors for repairing the following items given in the '***Annexure A'***.

Quotations complete in all respect should reach the undersigned on or before the **16th of November 2026** at the **Design Innovation Centre (DIC), NEHU, Shillong**. Quotation should be submitted in hard copy in a sealed envelope super-scribed as NIQ **"No.: DIC-NEHU/HUB/Quotation/2026-27/ 146 dated 5th November 2026".**

Quotations received after the due date will not be entertained.

Terms and Conditions:

1. The quoted price should be inclusive of all taxes and other charges up-to the delivery destination, i.e., **The Design Innovation Centre (DIC), NEHU, Shillong**.
2. Firms should submit two (2)hard copies i.e., Bank account details, GST Registration certificate, Pan Card along with all relevant certificates issued by the Competent Authority
3. Submission of product Catalogue along with quoted rates for the items is mandatory. The Centre will retain the selected firm's catalogue until the completion of supply.
4. Quoted prices must remain valid for a minimum of six (6) months from the date of approved of quotation.
5. 100% payment will be made upon receipt and acceptance of goods in full and in good condition at the consignee premises.
6. The Purchase Committee reserves the right to reject any quotation that does not conform to the specified requirements and quality standards.
7. The envelope Quotation should address to**:** "**The Director, Design Innovation Centre (DIC) NEHU, Shillong – 793022**. Hard copy of quotation should reach the undersigned on or before the **16th November 2026 by 5:00 pm**.
8. Experience Criteria**:** The bidder should have previously supplied products within the same or a similar category to institutions or universities. Copies of relevant contracts to be submitted along with bid in support of having supplied some quantity during each of the financial year.
9. The buyer reserves the right to seek additional supporting documents.
10. For any queries or submission of quotation, write todirector.dic@nehu.ac.in/ dic@nehu.ac.in/ shillongdicnehu@gmail.com

ANNEXURE-'A'

Sl. No.	Repair of the following product	Product description	Quantity
1.	3D Printer Model no:CrealityEnder3	• PrinterModel:CrealityEnder3 • Service and inspection of the flatbed • Checking and adjustment of bed levelling and alignment	1
2.	Laser cutting machine, (DS-LCM-2000)	• MachineModel:DS-LCM-2000 • Removal of the existing faulty relay unit • Supply and replacement of compatible relay unit	1
3.	Band saw blade	• Suitable replacement blade for existing band saw machine	1



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Design Innovation Centre
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