SHORT NOTICE INVITING QUOTATION

On behalf of the North Eastern Hill University, sealed quotations are invited from the Authorized Agency with sound financial background for the following work. The Quotations will be received upto 2.00 P.M. on 12th May 2022 at the office of Prof. S.N.Lamare, Deptt. of History, NEHU, Shillong Phone No-8974286650 and will be opened on the same day at 3.00 P.M. at the Committee Room, Administrative Building, Shillong in the presence of the Agencies or their authorized representatives if any:-

<table>
<thead>
<tr>
<th>Sl No.</th>
<th>Particulars of work</th>
<th>Time of completion</th>
</tr>
</thead>
<tbody>
<tr>
<td>(A)</td>
<td>Supplying, printing and erection of flex for XXVII th Convocation at Convocation Hall at Permanent Campus, NEHU, Shillong.</td>
<td>Upto 19th May'2022</td>
</tr>
</tbody>
</table>

**NOTE:-**

1. Detailed particulars and quotation papers can be downloaded from the website [www.nehu.ac.in](http://www.nehu.ac.in) w.e.f 6th May’ 2022 (After 4.00 PM) to 12th May 2022 (Upto 1.00PM).

2. Quotationers should quote their rates in the given format only as per the specifications otherwise their quotations are liable to be rejected.

3. Joint ventures are not accepted.

4. Rates quoted by the quotationers should be inclusive of all taxes, duties, freight and insurance charges, packing, hoisting and demolishing, and any incidental charges at F.O.R. NEHU, Convocation Hall, for materials only and complete supply item of the work. Rates quoted to be inclusive of taxes on account of GST and component of GST may be specified. The quotationer should have valid GST registration as authorized by the Sales Tax department.

8. The quotation shall be received & opened on the next working day, in case the date stipulated for receipt & opening of quotation in this NIQ is declared a Holiday / non- working day.

9. No, escalation and advance for the work will be granted unless specifically approved by the competent authority.
10. The University reserves the right not necessarily to accept the rate of the lowest quotationers and may reject any or all the quotations without assigning any reason thereof.

11. The payment for the work shall be made by the Financial Department of the University.

12. The quotationers should invariably indicate their complete Postal address (With Mobile Phone No) including Pin code, name of the work, NIQ no. clearly on the envelope containing their quotations.

13. Registration certificate for Goods and Services Tax should be submitted with the quotation.

14. Please note that near relatives of the officers associated with the venue construction are not allowed to participate in the quotation. In case it is found so, the quotation of such quotationer will be disqualified. The term near relative means wife, husband, parents, in-laws, children, brothers, sisters, uncles, aunts and cousins.

Sd/
Prof. S.N. Lamare
Convener, Venue Construction
XXVII th Convocation, NEHU, Shillong

No Convocation/Venue Construction/2022/4 – 42

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 Officer, VSAT, NEHU, Shillong, with a request to insert the NIQ in the web site of the University.
6. NOTICE BOARD

Sd/
Prof. S.N. Lamare
Convener, Venue Construction
XXVII th Convocation, NEHU, Shillong

Dated 06/05/2022
# Annexure-1

<table>
<thead>
<tr>
<th>Sl. No</th>
<th>Description of items</th>
<th>Unit</th>
<th>Rate in Rs. to be quoted in figure and word</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Supplying, printing and erection of flex for XXVIIth Convocation at Convocation Hall at Permanent Campus, NEHU, Shillong. (Approx. quantity - 1000 sqft)</td>
<td>sqft</td>
<td></td>
</tr>
</tbody>
</table>

Signature of the quotationer.