

CHAUDHARY DEVI LAL UNIVERSITY, SIRSA

(Established by the State Legislature Act 9 of 2003)



Quotation Notice

Quotations are invited from the vendors for procurement of following items for Chaudhary Devi Lal University, Sirsa.

Sr. No.	Name of work	Specifications
1.	Procurement of Blank DMCs	Annexure – I

Conditions:

1. The confidential quotations in sealed envelop, complete in all respect, must reach by hand/by post in the Office of the Registrar, CDLU, Sirsa latest by 14.11.2022.
2. “**Quotation for DMCs**” must be clearly written on the sealed envelope.
3. The Quotation received after due date and time or incomplete shall be rejected outrightly.
4. The supporting documents regarding work experience of at least 02 central / state Universities i.e. Work/ Supply Order, completion certificate/ Invoice & proof payment must be attached with the quotations.
5. The following charges and terms may be spelt out in your offer clearly:
 - (a) F.O.R.
 - (b) Rates of GST/VAT/Excise Duty (in percent), if any. Please note that the University does not issue Form ‘C’ or ‘D’.
 - (c) Payment terms.
 - (d) Delivery period.
 - (e) Guarantee/Warranty period.
 - (f) After-sales service.
 - (g) Installation charge, if any.
 - (h) Validity period of the quotation.
 - (i) Bank Draft charges, if any.
 - (j) Misc. charge such as Packing & Forwarding charges, Insurance charges, etc., if any.
6. The packing, forwarding, freight, insurance charges etc. may be quantified in terms of amount. These charges will not be payable against such vague statement as “packing, forwarding, freight, insurance charges etc.”.
7. Charges not mentioned in the quotation shall not be paid.

8. FOR shall be CDLU, Sirsa.
9. The offer must be valid for a period of atleast three months from the date of opening of quotation.
10. Quantity may increase or decrease without any notice.
11. If the Supplier or their Principals are on rate contract with GeM, this may be mentioned specifically in the offer and a photocopy of the same, duly attested, may be appended.
12. The University is situated within the Municipal limits, as such, Octroi, of any, shall be payable. In case, the material is supplied through a Transport Company by road, the Transport Company's charges, labour charges and octroi charges shall be borne by the supplier. It may be mentioned specifically as to whether the material will be sent by rail or by road through a Transport Company.
13. The item/good shall be supplied by the supplier within the time limit specified in the supply order. The delivery period can be extended by the Vice-Chancellor, only in exceptional cases on written request of the Supplier giving reason/ explaining circumstances due to which delivery period could not be adhered to. In case, the material is not supplied within the delivery period, the supplier shall be liable to pay the University the compensation amount equivalent to 1% (one percent) of the cost of material per day or such other amount as the Vice-Chancellor may decide till the supply remains incomplete, provided that the total amount of compensation shall not exceed 10% (ten percent) of the total amount of the cost of material to be supplied. Appeal against these orders shall, however, lie with the Vice-Chancellor, CDLU, Sirsa whose decision shall be final.
14. TDS/Taxes as applicable will be deducted by the University as per rules/instruction of Govt.
15. In case, the supplier/contractor fails to execute the supply order/contract on the rates, and conditions as contained in the supply order within the stipulated period, they shall be liable to such action as blacklisting, debarring from having any business with this University, forfeiture of earnest money/security, besides any other action as may be deemed proper by the University.
16. As a general policy, the University tries to make 100% payment within 15 days of the receipt of the material subject to proper installation, wherever applicable and satisfaction of the Inspection Committee. No advance payment against documents negotiated through Bank shall be made.
17. The acceptance of the material shall be subject to satisfactory report of this Office's Inspection Committee/Technical Committee/Experts Committee.

18. The acceptance of the quotation/tender shall rest with the undersigned who does not bind himself to accept the lowest quotation and reserve the right to reject any or all items of quotation without assigning any reason thereof. The under signed also reserve the right to accept quotation/tender in part i.e. any item or any quantity and to reject it for the rest.
19. In case, any other information/clarification is required, you can contact at Telephone No. 01666-247254 on any working day (Monday to Friday) during office hours (9 a.m. to 5 p.m.).
20. The dispute, if any, shall be subject to the jurisdiction of Court at Sirsa. Any other jurisdiction mentioned in the quotation or invoices of the manufacturers/distributor/ dealers/supplier etc. shall be invalid and shall have no legal sanctity.
21. Terms and conditions printed on Quotation of the firm, if any; shall not be binding on the University, except those mentioned specifically on the supply order, and your acceptance of the order shall be construed as your agreement to all the terms and conditions contained in the order.
22. The successful vendor shall be required to deposit Performance Security equivalent to 5% (five percent) of the cost of order. Performance Security shall be valid for 60 days after satisfactory completion of the work and shall be denominated in the currency as mentioned in the supply order or in a freely convertible currency acceptable to this university and shall be in form of Bank Guarantee or Demand Draft.
23. In case of Offline payments, the details of the Earnest Money Deposit (EMD) documents submitted physically to the Department and the scanned copies furnished at the time of bid submission online should be the same otherwise the tender will be summarily rejected.
24. Proof of GSTIN should be given by the firm/agency.

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(Committee Members)

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Specifications

Sub: Procurement of Blank DMCs:

Description of item	Qty.
<p>The following specification and security features of blank DMCs:</p> <p>Specifications:</p> <ol style="list-style-type: none">1. INSTRUCTIONS ON BACKSIDE OF DMC (As per sample)2. MULTICOLORED DMC3. MINIMUM 120 GSM OF GOOD QUALITY PAPER4. BOTH SIDE PRE-PRINTED5. PAPER SIZE- A46. UV INK USED FOR HIDDEN UV LOGO AND UV WIRES SHOULD BE OF PERMANENT NATURE. <p>Security Features:</p> <ol style="list-style-type: none">1. SECURITY BORDER2. GUILLOCHE DESIGN3. MICR SERIAL NUMBER4. RED NEON EFFECT UV INVISIBLE INK5. GREEN NEON EFFECT UV INVISIBLE6. RAINBOW COLOR WITH SPECIAL DESIGN7. MICRO LINE8. WATER MARK (AF)9. Q.R. CODE10. "COPY" HIDDEN WORD11. "VOID" PANTOGRAPH12. STATIC Q.R. CODE13. UV WIRE	<p>200000 (Two Lacs)</p>