



**HIDAYATULLAH NATIONAL LAW UNIVERSITY,
NAVA RAIPUR, ATAL NAGAR 493 661, CHHATTISGARH**

OFFICE OF
THE DEPARTMENT OF STORE & PURCHASE
HIDAYATULLAH NATIONAL LAW UNIVERSITY,
NAVA RAIPUR, ATAL NAGAR 493 661, CHHATTISGARH

NOTICE INVITING QUOTATION

N.I.Q. NO. : HNLU/PURCHASE/NIQ/2783/2023-24
NAME OF WORK : Refilling service of 72 units of 6 kg ABC type Fire Extinguisher at
HNLU, Nava Raipur (C.G.)
SUPPLY PERIOD : 15 Days
TYPE OF WORK : Procurement of Services

Contact information:

Purchase (I/c)
Department of Stores and Purchase
Hidayatullah National Law University,
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**HIDAYATULLAH NATIONAL LAW UNIVERSITY,
NAVA RAIPUR, ATAL NAGAR 493 661, CHHATTISGARH**

No.: HNLU/PURCHASE/NIQ/2783/2023-24

Date: 12/12/2023

NOTICE INVITING QUOTATION

Sealed quotations are invited from intending registered Stockiest / Distributors / traders having GST and relevant documents for Refilling service of 72 units of 6 kg ABC type Fire Extinguisher at HNLU, Nava Raipur (C.G.). as mentioned in 'Annexure A' at HNLU, Nava Raipur (C.G.).

The quotation with the copy of certificate of GST & other documents should be submitted to the office of the Department of Stores & Purchase, HNLU Nava Raipur Chhattisgarh up to 20/12/2023 before 03:00 pm. The quotations / Bids will be opened on the same day i.e. on 20/12/2023 at 03:30 pm.

1. **Scope of Work:** Refilling service of 72 units of 6 kg ABC type Fire Extinguisher at HNLU, Nava Raipur (C.G.).
2. **Terms & Condition:**
 1. **Rate / Price:** The Rate should be inclusive of GST which should be indicated separately as applicable. All the rates should be FOR Destination basis (i.e. concerned department).
 2. **Taxes:** Taxes, if any (Kindly mention in above table) should be clearly mentioned in the offer.
 3. **Supply / Work Completion:** Work should be completed within 15 Days from the date of the Purchase /Work Order.
 4. **Sample:** N.A.
 5. **Validity:** Quotation should be valid for a period of 90 Days from the date of Submission of Quotation.
 6. **Consignee:** Purchase In-Charge, Hidayatullah National Law University, Nava Raipur, Atal Nagar, District - Raipur 492002 (C.G.)
 7. **Packaging and forwarding charges, Freight, Loading / Unloading:** Inclusive.
 8. **Quality & Workmanship:** All the material shall be of the best Class, Quality and workmanship shall be of the best grade.
 9. **Defective Supply:** Supplies must be strictly in accordance with specifications and samples etc. furnished or approved by Engineer In-Charge. If within a fortnight from the date of receipt, defects of any kind deviation from specification etc., detected and reported to you, replacement is to be made or defects removed by you free of charges or your own cost. Any parts of fail or prove defective within 30 days from the date of supply owing to defect in designed or materials or workmanship, you will have to replace them free of all charges.
 10. **Payment:** 100% Payment will be made / released within 45 days or in queue whichever is later from the date of receipt of materials in good condition and certification from concerned department. The Tax Invoice in Triplicate may please be submitted to the consignee under intimation to the office.
 11. **Penalty:** In case Of Delay in Non-Completion of supply, Penalty / LD @ 1/2% (Half Percent) Of Price for Each week Or Part There of subject to maximum of 10% (Ten Percent) will be imposed.
 12. Firm to mention Make / Brand name in their quotation. Any quotations without mentioning of Make / Brand shall be disqualified.
 13. Documents relating to the registration of the firm i.e., GST and relevant documents should be submitted along with quotation.
 14. Quotation Name/No. and due date of opening must be mentioned on top of envelopes.

15. The HNLU, Raipur reserves the right to increase/decrease the number of required quantities.
16. In case of firms quoting the same price, HNLU reserves the right to place an order for full or part quantities to one or more firms at its discretion.
17. Bidders should submit their email id, contact details with GST registration.
18. HNLU Nava Raipur reserves the right to ask the bidders to arrange a demonstration of their samples for feel & finish for which rates have been quoted, to the concerned committee, if required.
19. In case of any ambiguity/ dispute in the interpretation of any of the clauses in this Document, the interpretation of the clauses by Hon'ble Vice Chancellor, HNLU shall be final and binding on all parties.
20. In case due to any error/ oversight, the GST quoted by the bidder is less than the rate as per tariff, the orders/ contract will be placed for the total amount including the (lower)rate/s quoted by the bidder, with reduced basic amount, so that the total amount (basic + actual rate as per), remains same (quoted basic + quoted rate). The difference amount payable, if any between the quoted rate and actual rate as per tariff (without exemption) shall be borne by the bidder.

Sd/-

**Purchase In-charge
Department of Store and Purchase
HNLU, Nava Raipur (C.G.)**

“Annexure – A”

FINANCIAL BID FORMAT

**NIQ FOR SUPPLY OF SUPPLY OF 1 UNIT OF REFRIGERATOR FOR GUEST HOUSE AT HNLU,
NAVA RAIPUR (C.G.)**

S. No.	Item Description	Qty. (A)	Unit	Unit Rate In Rs. (B)	GST On (B) In Rs. (C)	Unit Rate with GST In Rs. (D) (D = B+C)	Total Amount in Rs. (E) (E = A x D)
1.	Refilling of 6 kg ABC Stored Pressure Type Powder Based Fire Extinguisher	72	Nos				
Total Value in Figures (Rounded-off to two decimal places)							
In words (Rounded-off to two decimal places): _____							

Note:

1. The quoted total price is inclusive of all taxes / duties, freight charges and installation charges.
2. The rate quoted above is firm in nature and nothing extra on any ground / circumstance shall be paid.
3. If there is a discrepancy between the unit price and total price, then the total value mentioned in (E) shall prevail.
4. The Total Price must be quoted in figures and words.
5. The offers remain valid for 90 Days from the date of opening of quotation.
6. All the terms and conditions mentioned in the NIQ document are accepted.

Declaration by the Bidder:

This is to certify that I/We before signing this tender have read and fully understood all the terms & conditions contained herein and undertake myself/ourselves to abide by them.

Place.....

Date.....

.....
(Signature of Bidder with seal)

.....

Name of Authorised Person

Contact No.....

Alternate No.....

Email ID.....