

FOR JU WEBSITE

ENQUIRY No. 003/2018/DST-PURSE-II Department of Mathematics/Research Infrastructure

Reqn. No.4135 DATED: 20.11.2017

(To be quoted in all Correspondences)

Tele/ Fax: 2414-6154



DST-PURSE- II  
**Central Project Section**  
 JADAVPUR UNIVERSITY  
**KOLKATA - 700032, INDIA**

Dated: 18/12/2018

Dear Sirs,

I shall be pleased to receive your lowest possible quotation in a SEALED COVER with our ENQUIRY NUMBER and the DUE DATE duly superscripted on the COVER and on the face of the offer letter for the supply of the under mentioned goods or articles, subjects to the TERMS AND CONDITIONS outlined in the below.

Last date for submission of quotation is **03/01/2019 at the Central Monitoring Cell, 2<sup>nd</sup> floor Aurobindo Bhavan**

SL No.	PARTICULARS	Quantity
1.	HP SCANJET 2000 S1 – SCANNER	06 Nos

**N.B:-**

- **Earnest Money Deposit (E.M.D)**  
 Agency should deposit Earnest money Rs. 3200/- (Rupees Three Thousand Two Hundred) by the DD- (Demand Draft) in favour of "Registrar, Jadavpur University" payable at "Jadavpur Kolkata". For Non Enlisted Party of Jadavpur University & EMD be dropped to the Central Monitoring Cell, "Aurobindo Bhavan" 2nd floor, Jadavpur University (Main Campus), Kolkata- 700032.
  - **J.U. Enlisted parties are exempted from payment of EMD.**
  - Tenderers having valid / Relevant NSIC or MSME Certificate or Registration are exempted payment of EMD, where such proof needs to be submitted.
  - EMD will be refunded after selection of bidder without any accrued interest for all unsuccessful bidders.
  - Quotation shall be accepted only from GST registered Vendor/Dealer/Manufactures etc.The GST registration number must be mentioned on the quotation.
  - Sealed envelope containing detail specification of material with price bid shall be submitted in the tender box assigned for the tender in Central Monitoring Cell, "Aurobindo Bhavan" 2nd floor, Jadavpur University (Main Campus), Kolkata- 700032
  - Warranty must be mentioned in your offer on the above items.
  - GST percent must be mentioned on the above items.
  - The last date of submission of tender is 03<sup>rd</sup> 'January' 2019 within 16:00 p.m. at the Central Monitoring Cell, "Aurobindo Bhavan" 2nd floor, Jadavpur University (Main Campus), Kolkata- 700032. University reserves the right of selection.
- Party may be requested to keep in touch with the Department of Mathematics (Prof. Shamik Ghosh), before quoting the rate for better knowledge of specification & quality of material.

Yours faithfully,

  
**FINANCE OFFICER**

**TERMS & CONDITIONS OF TENDER**

1. Quotation should be for FREE DELIVERY at Jadavpur unless otherwise arranged.
2. Prices quoted should be nett and minimum period of validity of the quotation SHOULD BE FOR SIX MONTHS from the closing date.
3. Quotations should be free from CORRECTIONS and ERASURES.
4. Manufacturer's NAME and the COUNTRY OF ORIGIN of the materials offered must be clearly specified failing which the Tender will not be considered.
5. Samples must be submitted where specified so as to reach this office before the DUE DATE of Enquiry. Samples must be labeled clearly with our ENQUIRY NUMBER, DUE DATE, NAME OF FIRM and number on sample must correspond to the items in the tender.
6. The tenders will not be entitled to ask for any further information other than whether their tenders have been received or not.
7. The University does not bind itself to accept the lowest or any tender or assign any reason for non-acceptance. It further reserves the right to accept any tender in part or in whole at its option.
8. If the University finds that the materials supplied are not of the contract quality or not according to the specification required by the University or otherwise not satisfactory owing to any reason, of which the University shall be the sole judge, the University shall be entitled to refuse the acceptance of the said materials, cancel the order and buy its requirement elsewhere at supplier's responsibility.
9. Tenderers must as far as possible, arrange to supply the materials according to the terms of delivery specified in the orders. If however this is not possible, they shall clearly specify the time in which the delivery of the articles can be affected. This delivery time must be strictly adhered to. Failure to supply within the specified time will lead to cancellation of the order without notice.
10. If the deliveries are not regular and if on that account the University is forced to buy the materials elsewhere, any loss or damage that the University may sustain thereby will be recovered from the supplier for non-delivery at the scheduled periods.
11. THREE consecutive failure to supply within the scheduled time or times will entail removal of the Tenderer's name from the Approved List of Suppliers.
12. If any tenderer proposes to charge GST & Delivery Charges, in addition to his quoted rates this fact should be stated specifically in his quotation. In the absence of such statement the rate quoted will be deemed to be inclusive of Sales Tax & Delivery charges.
13. Non Compliance of an order may lead to cancellation of estimate and no enquiry will be issued in future.
14. Upto 10% of bill value may be deducted for default on delivery.
15. IN ALL CASES OF DISPUTES, THE DECISION OF THE UNIVERSITY SHALL BE FINAL & BINDING ON YOU.
16. GST registration is required.

BY ORDER