



SRI GURU NANAK DEV KHALSA COLLEGE

(UNIVERSITY OF DELHI)

NAAC Accredited A

DEV NAGAR, NEW DELHI-110 005

Ref. No.: SGND/ADMIN/24/940

Dated: 28/02/2024

QUOTATION INVITING NOTICE FOR REPAIR OF CHAIRS

Sealed quotations are invited from experienced, resourceful and bonafide contractors/firms for undertaking repair of chairs in the college (see description of work below). The sealed quotation consisting of financial bid and other requisite documents (as given below) must reach the office, addressed to **The Principal, Sri Guru Nanak Dev Khalsa College, University of Delhi** on or before 12th March 2024.

The below format may be used in order submit the financial bid/quote.

Description of work

S. No	Particulars of work	Quantity	To be quoted	
			Rate	Amount
1.	Repair of chairs (Repair work + material) <i>Location of chairs: Seminar Hall</i>	80		
<i>GST (as applicable)</i>				
<i>Total amount in figures (incl. of taxes)</i>				
<i>Amount in words</i>				

Note: Payment shall be made as per the actual measurements after completion of work.

Terms and Conditions

Please read the below terms and conditions very carefully before submitted the quotation

1. The work shall be carried out in accordance with the schedule, duration and conditions approved by the college authorities to avoid disturbance to the normal working of the College.
2. Contractors are advised to inspect and examine the work and satisfy themselves before submitting their bids. Contractor shall be deemed to have full of all relevant measurements and necessary information as to the risks, contingencies and other circumstances which may influence or affect the work. No extra charge consequent to any misunderstanding or mishappening shall be allowed.
3. Submissions of the quotation by the Contractor implies that he/she has read this notice, understood all the terms and conditions and has made himself aware of the scope and specifications of the work to be done and local conditions and other factors bearing on execution of the work.
4. All materials that are purchased for the work would first inspected and approved by the college authority with regards to quality and cost before being used for the work.

5. Bidders should also submit copy of PAN and GST registration number of the firm.
6. The total amount of the work should be quoted both in figures as well as in words.
7. The College may accept or reject any or all bids in part or in full without assigning any reason and does not bind itself to accept the lowest bid.
8. The College also reserves the right of splitting the work within two or more contractors for placement of order.
9. The College also reserves the right to alter any condition/s for tender process at any stage after recording reasons in writing thereof. Although, altered conditions will be applicable to all bidders uniformly. The decision of College shall be final and binding.
10. Not more than one Quotation shall be submitted by one contractor or contractors having business relationship. Under no circumstance will father and his son(s) or other close relations who have business relationship with one another (i.e when one or more partner(s)/director(s) are common) be allowed to submit quotation for the same contract as separate competitors. A breach of this condition will render the bids of both parties liable to rejection.
11. The rates quoted in the quotation shall include all charges for clearing of site before commencement and after completion, storage sheds, security and safety as well as working on all days including Sunday and holidays, protection of the public and safety of adjacent roads, walls, houses and buildings etc.
12. The College reserves their right to negotiate the quoted prices with L1 bidder before award of work.
13. Payment terms: Full and final payment will only be made after successful and satisfactory completion of the work.
14. The bid shall remain valid for acceptance for a period of 180 days from the date of work order.
15. The payment will be made to the firm at any Bank Account maintained in India by way of NEFT/RTGS after statutory deductions as applicable laws.
16. Bidders must clearly mention GST, or any other tax and duty levied by the Central Government or any State Government or local authority, if applicable and prevalent during the entire contract period.
17. The work shall be carried out to the entire satisfaction of the undersigned or any other expert nominated by the Principal for the purpose.

The sealed quotations may be sent to the office of the **Principal, Sri Guru Nanak Dev Khalsa College, Dev Nagar, Karol Bagh, New Delhi 110005** on or before **12th March 2024** by 1:00 pm.



Principal
Prof. Gurmohinder Singh