



Rajiv Gandhi University of Knowledge Technologies



SRIKAKULAM CAMPUS

SM Puram (V), Etcherla (M), Srikakulam (Dist), Andhra Pradesh -532402

Office : 9398029016

E-Mail : ao.skln@rgukt.in

24.11.2021

Ref. No.: RGUKT /AP /SKLM /Proc/Eng Section /Executive table & Chair /Lr.no.21/2020-21, (3rd Call)

NOTICE INVITING QUOTATIONS

RGUKT-AP, SRIKAKULAM invites sealed quotations from the registered firms/vendors for procure of Executive table & chair at RGUKT-AP, Srikakulam Campus, SM Puram (Vill), Etcherla Mandal, Srikakulam District, Pin-532402 with term and conditions mentioned below.

Last Date for Submission : 30-11-2021 (till receiving the competitive quotations)

Item Description : **As per Annexure-1**

Quotations must be addressed to : Administrative Officer,
RGUKT-SRIKAKULAM,
S.M Puram (V), Etcherla (M)
Srikakulam District - 532402.

(OR) E-mail.

: procurement.campus1@rguktsklm.ac.in **Terms & Conditions:**

1. The bidder should be registered vendor / manufacturer/authorized dealer.
2. The Bidder is required to have GST Registration
3. The Bidder should not have been barred by any PSU/Govt. Dept. in business with them.
4. The Bidder is required to quote for the complete list of items. Partial quote are liable to be rejected.
5. Bidders are requested to follow the given price bid format to quote the items. The rate for the item may be quoted in INR. The offers should indicate unit price (excluding GST). Taxes and other charges (transport, insurance etc.) should be mentioned separately. If not mentioned, it is considered as included in the quoted price.
6. Bid Quote must be valid for 90 days.
7. Items in the Annexure-1 must be addressed and delivered to "Administrative Officer, RGUKT-AP, Srikakulam, S.M Puram (V), Etcherla (M), Srikakulam District, Pin-532402.
8. The sealed cover should be super scribed with above mentioned Ref. No. and must reach the office on or before the last date through Speed-post/Registered Post/E-mail (Due to 2nd wave of covid-19 pandemic, quotations are also allowed via email.)
9. Delivery should be within specified days mentioned in Purchase Order, i.e., within Two weeks from the date of purchase order. If the items are not delivered within the stipulated time, the supplier shall be liable to pay a penalty of 1% of the total order value for each delay of 10 days or part thereof and the amount will be deducted from the payment on account of purchase.
10. The firm/vendor is responsible for unloading the goods and delivering them to the store place at RGUKT Srikakulam campus, S.M. Puram, Etcherla Mandal, Srikakulam District, Andhra Pradesh.
11. The suppliers will undertake warranty of items from the date of supply and shall have to mention clearly the period of warranty in financial bid. The supplier further warrants that the items shall be free from defects.
12. The Bidder should furnish material safety data sheet (MSDS) to the items, Given in annexure-I
13. Payment shall be made 100% after delivery of the items in good condition. And received satisfactory certificate from the concern department.

14. RGUKT-A.P, SRIKAKULAM reserves the right to reject any/all quotation(s) without assigning any reasons whatsoever.
15. Quotations received against our notification are considered as accepting the terms and conditions of RGUKT-AP, SRIKAKULAM. If any queries please contact us through email ID procurement.campus1@rguktsklm.ac.in
16. Along with Price Bid, The bidder should be submit company registration certificate and commodity certificate for supply of the quoted items.

Sd/-
Administrative Officer
RGUKT - SRIKAKULAM.

Annexure – 1

The list of required items are as follows:-

Serial No.	Name of the Material	Quantity required	Unit Price Rs.	Total Cost Rs.
1	Supply and installation of Executive table set with 2 drawers, 2 doors Specifications :- Type of material : Melamine-faced Engineering wood Table size : Width -2000mm, Depth-1200mm, height- 760mm Finishing : Melamine	02 nos		
2	Supply of Executive chair Specifications: High back chair with arms and plastic outer cover, Typer of material : Castors, Chair base, Gas lifter, Chair Arm, Chair control, Press wood sheet, HR Foam, Upholstery leather Chair size : width -660mm, Depth-700mm, height- 1365mm Finishing : Latherette Features : Ergonomical design with high backrest, armrest, Height adjustable gas lift and base with castors	02nos		
3	Supply and Installation of teapoy : Material : Engineering wood Length :90cm Width : 50cm Height : 45xm	01 nos		
			Subtotal (Rs)	
			Transport Charge (Rs)	
			Total amount (Rs)	

- I/we shall be bound by a communication of acceptance / rejection by RGUKT-Srikakulam.
- I/We have understood and agree the terms and conditions mentioned in the notice inviting quotations

Name:

Authorized Signature

Contact No:

(Office Seal)