

STORE PURCHASE ORGANIZATION
CH. CHARAN SINGH HARYANA AGRICULTURAL UNIVERSITY, HISAR

Annexure 5A
REGISTERED

QUOTATION NOTICE

Memo No.SPO/P1/P2/P3/P4/18/ 7073-75
GSTIN: 06AAAJC1002E1Z9

Dated : 11-1-2018

Sealed quotations (in two bid system i.e. Technical and financial bid) are hereby invited from manufacturers/authorized dealers/suppliers for the items detailed below:

S. No	Name & specifications of item	Qty. approximate required
Category - A Sewing Machine & Accessories		
1	ii) Motor Operated Multipurpose Sewing Machine - With auto zig-zag with atleast 20 patterns - With capability of 800 stitches/minute - Atleast with 50 built in stitches - Twin needle compatible - With motor and cover - Cost Iron body with HAU Medallion	870
	ii) Hand Operated Sewing Machine - Tailor model with cover - with HAU Medallion	
2	Scissor 10" with Brass handle	870
3	Iron	870
	iii) Electric Steam Iron	
	iv) Electric Iron	
Category - B Utensil Set		
4	Juicer Mixer Grinder	660
	Food Processor	
5	Oven , Toaster	20
6	Cooker	660
	iii) 5 Liter	
	iv) 3 Liter	
7.	Patilla 1 to 5 litre capacity Stainless Steel	660
8.	Kadai (Aluminium) 5 to 10 litre capacity	660
9.	Water Jug Stainless still	660
10	Dhokla/idli Maker machine	660
11	Fry Pan (Aluminium)	660
12	Electric Blender	660
13	Bucket 15 liter Stainless steel	660
14	Weighing Balance 1KG Capacity	660
15	Gas Stove double Burner	60

S. No	Name & specifications of item	Qty. approximate required
16	Milk Drum 15 Liter (Plastic)	270
17	Milk Drum 10 Liter (Plastic)	270
18	Weighing vassals 1 Kg & ½ KG	270
Category - C Spray Technique		
19	Hand Compression Spray	60
20	Battery Operated Spray pump with batter and charger	840
21	Knap sac sprayer pump	840
22	Centre Spray boom with three nozzel	840
23	Flat Fan Noozle with plastic tip	3000
Category - D Nursery		
24	Lawn Mover approx. 38"	90
25	Kassi	90
26	Khurpa	90
27	Garden Tools Set	90
28	Secateurs	90
29	Pruning saw with double action tech	90
Category - E Bee Keeping		
30	Bee Boxes with accessories	60
31	Animal Mattress	90
Category - F		
32	Bicycle	420

2. Quantity may increase or decrease.
3. Sample wherever applicable may be sent alongwith the quotation so that the genuineness of the material could be judged.
4. Quotations will be received by post & by personal delivery latest by **19.1.2018** up to **04.30 P. M.** Technical bid shall be opened on **20.1.2018** at **10.00 A. M.** and Financial bid shall be opened on **23.01.2018 at 10:00 A.M.** in the office of the undersigned. The quotees or their authorized representatives are welcome to attend the meeting held for opening of quotations. The quotation of bidders fulfilling the technical requirement will be opened
5. Please mention specifically :(i) Delivery period; (ii) FOR; (iii) Validity period of the quotation; (vi) Rate of GST to be charged, if any (v) Bank Draft charges, if any (vi) Misc. charges such as Packing, Forwarding, Insurance charges, etc.
6. **Charges not mentioned in the quotation shall not be paid by the University. Without GST Number quotation will not be entertained. Rate of GST extra mention in percentage.**

7. In case your quotation is approved it will be required to submit **Rs. 25000/- for each category (A to F)** security in the shape of FDR/Bank Guarantee in favour of Director (Stores & Purchases), CCS HAU, Hisar. The security in other shapes viz. DD/Pay Order/Cheque will not be accepted. It is also mentioned here that the order will only be placed on the receipt of security within 7 days from the date of intimation for the award of contract/acceptance of quotation.

8. Quotation received late or incomplete shall not be entertained, and shall be returned to the firm concerned without opening the same. University shall not be responsible for any postal/transit delay.

9. The University/its Offices at Hisar and Outstations do not make payment in advance or against documents supplied through Bank. However as a matter of general policy, the University tries to make payment within 30 days of the delivery of the material subject to proper installation, wherever applicable and satisfaction of the Inspection Committee.

10. The family members of the University employee are not allowed to send quotations/tenders. Such quotations/tenders, if received will outrightly be rejected.

11. The detailed instructions attached with the NIQ must be read carefully and meticulously complied with.

12. **The items should be engraved/marked with permanent/non removable University Name i.e CCS HAU, Hisar. Size of engraved words be adjusted as per the surface area of article.**

13. The items should be made in India

Encl : As above

Copy to:

- ✓ 1. Incharge, Technical Cell, Vice-Chancellor's Secretariat with the request to place it on the University Website for wide publication.
2. Sr. Scale Stenographer (internal).
3. Master file.

[Signature]
10.1.2018
Director (S&P)
CCSHAU, Hisar

[Signature]
10/1/18

General Instructions /Conditions to be supplied with the NIQ/ Press Tender by the Store Purchase Organization/Departments/Offices for Inviting Quotations etc.

Ch. CHARAN SINGH HARYANA AGRICULTURAL UNIVERSITY, HISAR

Terms and Conditions/Instructions Governing Notice Inviting Quotations/ Tenders for the Supply of Goods

1. The Quotation received after due date/or time shall be rejected.
2. In case the quotation is approved, it will be required to submit Rs. 25000/- for each category (A to F) security in the shape of FDR/DAC/Bank guarantee in favour of **Store Purchase Officer, CCS HAU,** The security/ earnest money in other shapes viz., Demand Draft/Pay Order/Cheque will not be accepted. It is also mentioned here that the order will only be placed on the receipt of security within 7 days from the date of intimation for the award contract/acceptance of quotation
3. The material shall be supplied by the supplier within the time limit specified in the supply order. The delivery period can be extended by the SPO/CPC, only in exceptional cases on written request of the supplier giving reasons/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 each day or such other amount as the CPC/SPO may decide till the supply remains incomplete, provided that entire amount of compensation shall not exceed 10% (ten percent) of the total amount of the cost of material supplied.** An appeal against these orders shall, however, lie with the Vice- Chancellor, CCS HAU, Hisar whose decision shall be final.
4. In case, the supplier/contractor fails to execute the supply order/contract on the rates, and terms and conditions as contained in the supply order within the stipulated period, the security/earnest money shall be forfeited. Besides, any other action as may be deemed necessary by the CPC may be taken against the supplier/contractor.
5. The quotation/tender shall be submitted in double envelope. The inner envelope shall be sealed and shall have the superscription "QUOTATION/TENDER IN RESPONSE TO ENQUIRY NO. _____ DATED _____, AND DUE ON _____". The offer may be sent to **Store Purchase Officer, CCS HAU, Hisar- 125 004.** The quotation/tender, where the date of opening is not mentioned on the envelope by the Quotee, shall not be entertained.
6. The rates should be quoted on price list less discount. FOR should be CCSHAU Campus at Hisar or Offices situated at outstations as the case may be. The rates quoted Ex- godown can be rejected. **The charges not mentioned in the quotation/tender shall not be paid by the University. Please note that the University does not issue Form 'C' or 'D'.**
7. The supplies should be offered from ready stock.
8. The validity period of the quotation/tender and Guarantee/Warranty period of the material, if any, should be mentioned specifically. The offer must be valid for a period of atleast three months from the date of opening of quotation/tender.
9. The University/its Offices at Hisar and Outstations do not make payment in advance or against documents supplied through Bank. However, as a matter of general policy, the University tries to make payment within 30 days of the delivery of the material subject to proper installation, wherever applicable and satisfaction of the Inspection Committee.
10. The quantity can be increased/decreased.
11. The current price list duly authenticated by the Principals with dated signature and seal alongwith

- literature/pamphlets may also be supplied along with the offer.
12. The material should be supplied at FOR CCS HAU, Hisar.
 13. The make and complete specifications of the material should be clearly mentioned and enclosures, if any, be sent. (make/specifications shall be provided by the University)
 14. The samples of the material, when asked for must be sent with the quotation. The unapproved samples may be collected on receipt of information failing which these shall be despatched by Goods Carrier on your risk on freight to pay basis. Samples below Rs.100.00 will not be returned to the firm. However, if the firm wishes to take the same back, the same can be collected at your own cost within a period of one month, failing which the samples will be disposed off. The quotation received without sample when asked shall be rejected outrightly.
 15. The acceptance of the material is subject to approval of this Office Inspection Committee/Technical Committee/ Experts Committee.
 16. The acceptance of the quotation/tender shall rest with the undersigned who does not bind himself to accept the lowest quotation and reserves the right to reject any or all items of quotation/tender without assigning any reason thereof. The undersigned also reserves the right to accept quotation/tender in part i.e. any item or any quantity and to reject it for the rest.
 17. It is the University's policy to make all purchases from the manufacturers or their authorized dealers. If you are manufacturer/authorized dealer, proof thereof should be supplied along with the quotation/tender failing which the same is likely to be rejected without assigning any reason. A copy of the letter of proof from the manufacturer (s) may be attached. if you are an authorized dealer/stockist/distributor/agent etc.
 18. The University is registered with the Department of Scientific & Industrial Research, Ministry of Science & Technology, New Delhi in terms of Govt. Notification No. 10/97- Central Excise dated 1 March, 1997 and Notification No. 51/96-Customs dated 23.7.1996 vide Registration No. TU/V/RG-CDE (74)/2015 dated 5.11.2015 upto 31.08.2020. Thus the University is exempted from payment of Custom Duty and Excise Duty. The consignee will issue necessary certificate duly countersigned by the Registrar, CCS HAU, Hisar.
 19. It may be certified that you have not been debarred/ blacklisted for any reason/period by DGS&D, DS&D (Haryana) or any other Central/State Govt. Dept./University/PSU etc. If so, particulars of the same may be furnished. Concealment of facts will not only lead to cancellation of the supply order, but may also warrant legal action.
 20. In case, any other information/clarification is required, please contact the undersigned at Tel. No. 01662-284317 & 255419 on working days (Monday to Saturday except 2nd Saturday) during office hours (9.00 a.m. to 4.30 p.m. during August to April and 7 a.m. to 1.30 p.m. during May to July).
 21. Family members of the University Employees are not allowed to have business with the University. Quotations/tenders submitted by them shall be rejected outrightly.
 22. The disputes, if any, shall be subject to jurisdiction of Hisar Courts. Any other jurisdiction mentioned in the quotations or invoices of the manufacturers/dealers etc. shall be invalid and shall have no legal sanctity.


10.1.18
Director(S&P)
CCS HAU, Hisar

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10/11/18