

NATIONAL LAW UNIVERSITY ODISHA CUTTACK

Ref.-NLUO/8th Convocation/ 20th Nov/21

Dt: 22-10-2021

Quotation for Supply of Tent House items on Rent Basis

National Law University Odisha Cuttack invites sealed quotation for Tent House items on rent basis for 8th Convocation scheduled on 20th November 2021, Saturday as per list attached as Annexure 'A'.

The cover of sealed quotation should be superscripted with the following details.

1. Ref. No. & Date of the quotation call notice,
2. Quotation for Tent House items on rent basis.

The sealed quotation should reach to the undersigned on or before 08.11.2021 by 011.00 AM. The quotation received will be opened at 011.30 AM on the same day in presence of such bidders or their representatives who may opt to attend. The bid must accompany a Bid Security of Rs. 5000/- issued in favour of Registrar, NLUO, Cuttack in the form of Demand Draft issued by Nationalized Bank. The security amount of the unsuccessful bidder will be returned & the same for successful bidder will be returned along with the payment after completion of work.

Terms and Conditions are as follows:

1. Intending Bidders are advised to inspect and examine the site and its surroundings on any working day and satisfy themselves before submitting their bids
2. The supplier will have to supply all the items required from time to time in good condition. No additional charges in the form of cartage, loading/unloading will be borne by NLUO.
3. The competent authority also reserves the right to terminate the bid at any time during its validity period if the supplies are not found as per specification. All the required items should be provided by the supplier. The supplier after supplying the items in good condition will furnish the bill in duplicate for payment.
4. The competent authority reserves the right to reject any or all the quotations without assigning any reason/notice and award the contract to more than one Agency if required may be from time to time.
5. This office will not be responsible for any loss/damage caused to the items provided at the venue or at its premises in any cause by a 3rd party or by any natural calamity.
6. This office will also not responsible for anybody injury caused to the manpower engaged by the firm for supplying/installing items at the venue.
7. This will solely be the responsibility of the firm that the manpower supplied is not engaged in any criminal activity. The firm must check the character antecedents of the same.

8. The firm must have experience of conducting such events. Documentary proof of the same must be enclosed. Preference will be given to the agency having prior experience in the field.
9. The items must be of good quality. The installation of the items/fixing of tent items etc, must be done sufficiently in advance to avoid any chaos preferably to be completed by the day before the event except red carpet laying.
10. Permission required for transporting items etc. at the place of event from Government is to be obtained by the agency as and when required.
11. In case the firm fails to supply the required items or the performance of the firm is not found satisfactory then the order will be terminated and performance security forfeited.
12. GST No. /PAN No. must also be mentioned in the quotation separately and a copy of the same shall accompany the documents. GST will be paid extra as applicable.
13. Canvassing whether directly or indirectly, in connection to bidders is strictly prohibited and the bids submitted by the Service Providers who resort to canvassing will be liable to rejection.
 - a. The Income Tax as applicable (TDS, etc.) shall be deducted from the Bill unless exempted by the Income Tax Department.
 - b. The quoted Rates shall be inclusive of all taxes/royalty, transport and any other charges **except GST. GST will be paid extra as per actual.**
 - c. Statutory deduction, if any will be deducted from the Bill as per actual.
14. **Breach of Terms and Conditions.** Non compliance of any terms and conditions enumerated in the contract shall be treated as breach of contract. Or In Case of breach of any terms and conditions as mentioned above, the Competent Authority, will have the right to reject the bid at any stage without assigning any reason thereof and nothing will be payable by NLUO, Cuttack in that event the EMD shall also stands forfeited.
15. Quantity mentioned in BoQ at annexure-“A” can be increased or decreased as per requirement.

Sd/-
Registrar
NLUO, Cuttack.

Annexure-A**Bill of Quantity**

<u>Sl No</u>	<u>Items /Particulars</u>	<u>Unit</u>	<u>Quantity</u>	<u>Rate</u>	<u>Amount</u>
1	Single Banquet Chair with white cover to be placed at the venue by the previous evening of the event	Each	300		
2	Double sofa (steel with white cover) to be placed at the venue by the previous evening of the event	Each	20		
3	Triple sofa (steel with white cover) to be placed at the venue by the previous evening of the event	Each	30		
4	New Red carpet	Sq ft	15,000		
5	Printing of banner (without iron frame) colour flex printing & pasting to the existing or available frame at NLUO multicolour, good quality	Sq ft	3,500		
7	DG set-380KVA with transport. Cost of Fuel will be paid as per actual Consumption on submission of bill	Each	1		
8					
9	Stand fan	Each	15		
				Grand Total =	