



# National Law University Odisha

(Established by Odisha Act IV of 2008)

## QUOTATION CALL NOTICE

No. NLUO/ACAD/21042/2025

Dt:11/06/2025

The Registrar, National Law University Odisha, Cuttack invites sealed item rate quotations for the following work.

**Name of the Work: “Enquiry of quotation for supply, install of Netsupport School Software, UK, at NLUO, Cuttack.”**

Paper Cost	₹.500.00
Last date & time of receipt of Quotation	23/06/2025 at 14.30 PM
Date & time of opening of Quotation	23/06/2025 at 15.00 PM

Quotation documents containing Eligibility Criteria, Terms and Condition can be obtained from the Office of The Registrar, National Law University Odisha, Cuttack on all working days from 10.00 AM to 05.00 PM by the payment of Paper Cost (Non-refundable) in the shape of Demand Draft from any scheduled Bank in favour of *REGISTRAR, National Law University Odisha* payable at *Cuttack* or can be downloaded from Institute website [www.nluo.ac.in](http://www.nluo.ac.in) up to schedule date and time.

Intending eligible bidders must enclose PRE QUALIFICATION documents i.e. self-attested true copies of original documents, (i) GST Registration,(ii) PAN,(iii) Registration certificate,(iv) similar experience of work along- with paper cost(for documents downloaded from website) & EMD from any scheduled Bank in favour of REGISTRAR, NLUO payable at Cuttack in a sealed ENVELOPE and must be super-scribed with Name of the Work: “**Enquiry of quotation for supply, install of Netsupport School Software, UK, at NLUO, Cuttack.**” and to be addressed to “The Registrar, National Law University Odisha, Kathajodi Campus, SEC - 13, CDA, Cuttack – 753015”. The Sealed quotation should be dropped at bid box kept at *Reception area of Administrative Block* or can be sent through Speed Post/Registered Post only on or before scheduled date & time. The quotation received beyond scheduled date & time because of any reason will not be acceptable at any circumstances. NLUO will not be responsible for any delay. Correction/overwriting must be avoided.

In the absence of Pre-Qualification documents duly stamped & signed by the bidder /paper cost/EMD/copy of quotation call notice duly stamped & signed by the bidder in each & every page/contact no. & address of bidder on the envelope/incomplete price bid will be rejected.

The institute reserves the right to reject any/all prospective application at any time without assigning any reason thereof.

**THE QUOTATIONS SHOULD SATISFY THE FOLLOWING TERMS AND CONDITIONS:**

1. The rate quoted should be valid till three month. If the rate is valid for any specific period the same may be mentioned.
2. Rate should be quoted for delivery and onsite support during the Guarantee and Warranty period F.O.R./destination, i.e. National Law University, Odisha, CDA, SEC-13, Cuttack-753015 (Odisha).
3. Supplier/vendor should be able to supply and Install the articles, within 15 days of supply order.
4. Complete quotation with specifications (Make/Model) of the articles rate, quantity, amount etc. should be given in the quotation.
5. Price once quoted are final, Inquiries regarding rate will not be entertained.
6. There should be no cutting, overwriting etc. in the rates in the quotations. Quotations with overwriting, cutting etc. are liable to be rejected.
7. Comprehensive Original Equipment Manufacturers(OEM's) online after sales support shall be applicable to the supplied item for a period of 1 year.
8. The bidder has to submit ink-signed Original Equipment Manufacturers(OEM's) authorization (in OEM's letter head) along with the bid in the format attached in ANNEXURE - III, with a commitment from OEM to provide after sales support.
9. In case the partner failed to resolve the technical issue of the system, OEM should be responsible and resolve the issue.
10. Quotations not complying with the above conditions are liable to be rejected. The authority reserves the right to impose any other condition as deemed necessary in dealing the subject.
11. In view of the wide publicity the details are also available in our website ([www.nluo.ac.in](http://www.nluo.ac.in)), may be seen.
12. Payment will be made after satisfactory completion of supply & installation, and receipt of bill in triplicate.
13. Preference will be given to the firm, if Manufacture/ Sole distributor/Channel partner.
14. May feel free to contact on Ph. +91 671 2338005, E-mail: [itsupport@nluo.ac.in](mailto:itsupport@nluo.ac.in).
15. The Vice – Chancellor, NLUO, Cuttack reserves to herself/himself the right to accept or reject any or all the quotations either in part or in full without assigning any reason thereof.
16. All disputes including Court Proceedings shall be settled within the Cuttack Jurisdiction only.

Sd/-  
Registrar

## ANNEXURE-I

### **FORM FOR DETAILED INFORMATION BY BIDDER**

Name of Firm/Contractor/Supplier	:
Complete Address for Communication	:
Name of Proprietor/Partner/Managing Director/Director	:
Phone Number	:
Mobile Number	:
E-Mail ID	:
Name and address of Office in/around Cuttack/Bhubaneswar (Enclose address proof)	:
Whether the firm is a registered Firm (Yes/No. Attach Copy of Certificate)	:
PAN Number. (enclose the attested copy of PAN Card)	:
GST Number  (enclose the attested copy of GSTN Certificate)	:
Whether the firm has deposited Earnest Money Deposit (EMD).	:
Details of paper cost	÷
Details of EMD	÷
Any other information, if necessary.	:

(Authorized Signature of the Bidder with Seal)

## ANNEXURE-II

**PRICE - SCHEDULE**

**Name of the work: "Enquiry of quotation for supply, install and commissioning of Projector System at NLUO, Cuttack."**

Sl. No.	Item Description	OEM	Unit Price	QTY	Total Price
01	<u>supply and installation of Netsupport (Class room management software)</u>			1 set (50 Students and 1 Teacher)	

Grand Total (in word)

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\*In case of ambiguity in rate quoted & amount mentioned, lowest among them will only be considered.

No. of Corrections :

No. of Over writings:

**NOTE:-**Bidders are required to quote against each item legibly and arrive at the total cost of work. All pages should be duly signed by the bidder failing which the bid may be rejected.

SIGNATURE OF BIDDER WITH STAMP

MANUFACTURERS' AUTHORIZATION FORM

To,  
Registrar (I/C),  
National Law University Odisha  
SEC-13, CDA,  
Cuttack – 753015.

Date:

Dear Sir,

With reference to Bid(Lt. No./Ref. No.):

We \_\_\_\_\_ who are established  
and reputable manufacturers of \_\_\_\_\_  
(*name and descriptions of goods/software offered*) having *Corporate office* at  
\_\_\_\_\_  
(*address of office*) do hereby authorize M/s  
\_\_\_\_\_  
(*Name and address of Agent*) to  
submit a bid, and sign the contract with you for the goods/software manufactured by  
us against the above Bid.

We hereby extend our full guarantee and warranty as Terms and Conditions of  
quotation enquiry for the goods/software and services offered for supply by the above  
firm against this bid.

Yours faithfully,  
(Signature, Name & Business address with contact details)