



हिमाचल प्रदेश केंद्रीय विश्वविद्यालय
Central University of Himachal Pradesh
(Established under Central Universities Act 2009)
Academic Block, Shahpur, Distt. Kangra (HP) - 176206
Website: www.cuhimachal.ac.in

File No.:DN/1-1/Proj/SRG-SERB/2021/Contingency/1/424

Dated: 09.03.2023

M/s _____

Sub: - Quotation(s) for the Supply of Stationary Items required for the SRG-SERB project in the Department of Plant Science, School of Life Sciences, Central University of Himachal Pradesh, Academic Block, Shahpur, Kangra (H.P.)

Sir,

For and on behalf of Central University of Himachal Pradesh sealed quotation(s) is/are invited for items as per details given below:-

Sr. No.	Item	Specifications	No. of items required
1.	Marker	Permanent marker	02 Packs of 10
2.	Marker	Fine tip marker	02 Packs of 10
3.	Water proof pen		02 Packs of 10
4.	Bulldog clip	15mm small bulldog clip	2 pack of set of 6 clip
5.	Bulldog clip	Big duty 75mm 3 inch Size paper Round Binder	02 Packs of set of 6
6.	Tape dispenser		01
7.	Rotary Pencil sharpener Table sharpener machine		01
8.	Label stickers roll of 10000 stickers		01
9.	Calculator	Large size desk top /office Calculator	01
10.	Notebook	200 pages Medium size	05
11.	Notebook	300 pages B5 size	03
12.	Hard bound register book large		08
13.	Desktop Filing cabinet or File organizer metallic		03 Nos
14.	Stock Register Books Hard binding	200 pages	05
15.	Scale 30cm metallic	30cm metallic	2 pieces
16.	Rectangular multipurpose storage plastic tray	Large size	03
17.	Rectangular multipurpose storage plastic tray	Medium size	03
18.	Rectangular multipurpose storage plastic tray	Small size	03
19.	Multipurpose transparent Zip Lock	3 into 4 inch	02 Packs

	Bags		
20.	Multipurpose transparent Zip Lock Bags	4 into 5 inch	02 Packs
21.	Multipurpose transparent Zip Lock Bags	5 into 6 inch	02 Packs
22.	Multipurpose. transparent Zip Lock Bags	12 into 16 inch	4 pack
23.	Multipurpose. transparent Zip Lock Bags	10 into 14 inch	4 pack
24.	Waste Cotton		500 g
25.	Powder free Nitrile Gloves	Medium size blue color	05 Packs
26.	Disposable powdered hand gloves	Medium size	05 Packs
27.	Tissue paper roll	6 in 1 packet	2 pack
28.	Aluminum foil roll	72 meters	05 packs
29.	First Aid Box kit with medicines		01
30.	Plastic insulated chiller ice box	50 liters capacity	2 piece
31.	Oven mitt	medium size	1 pairs
32.	Borosilicate glass thermometer mercury		1 pieces
33.	Power extension board with USB and universal charging port with cable length 3 metres		01
34.	USB Stick	128 GB	01
35.	USB Stick	32 GB	01
36.	Transparent Cello tape	1 inch width	2 pieces
37.	Transparent Cello tape	48 mm width	2 pieces
38.	Transparent Cello tape	zero point five inch width	2 pieces
39.	Packing Tape Brown	2 inch width	2 pieces
40.	Packing Tape Brown	3 inch width	2 pieces
41.	Whiteboard: magnetic with pen tray and aluminium trim with magnet 2 x 3 ft size		01
42	Envelope	A4 Size Polynet Clothline Envelope	12
43	Envelope	A3 Size Polynet Clothline Envelope	12
44	Envelope	11 x 5 Inches Size Polynet Clothline Envelope	12
45	Document folder file A4 size	set of 12 numbers	02 Packs
46	Document folder file A3 size	set of 12 numbers	02 Packs

For Terms and conditions please see the overleaf.

The Quotation(s) in a sealed Envelope clearly marked “**Quotation for Stationary items required for the SRG-SERB Project in the Department of Plant Science**”, should reach the **O/o the Department of Animal Science**, School of Life Sciences, Central University of Himachal Pradesh, Academic Block, Shahpur by **Registered Post or Personally** latest by **20.03.2023** up to **05:00 PM.** and addressed to:-

**The Chairman,
Local Purchase Committee,
Central University of Himachal Pradesh,**

**Academic Block, Shahpur, VPO Chattri,
Teh. Shahpur, Distt Kangra, Himachal
Pradesh. Pin – 176206**

**Chairman,
Local Purchase Committee**

Copy to:-

1. The Finance Officer, Central University of Himachal Pradesh, Dharamshala for information.

Terms & Conditions

The vendors/contractors have to submit their quotations with:-

1. All rates quoted should be F.O.R., Central University of Himachal Pradesh, Academic Block, Shahpur and inclusive of all taxes, packing weighing, insurance and forwarding charges etc. Kindly mention all the taxes.
2. All work/supplies should be completed/made within a fortnight of supply order or by the date stated in the order whichever is earlier. In case it is brought to the notice of the undersigned that the work/supply has not been completed/made within the prescribed period, the tender will be cancelled and earnest money (if any) will be forfeited. The University shall then be at liberty to make the purchase from any other source at supplier's risk and the University shall be free to blacklist the firm/suppliers.
3. Rate approved for the items shall be valid for one year and no price increase will be allowed during that period.
4. The value of supply can be increased or decreased at the discretion of the University.
5. Any dispute arising out of the deal shall be subject to the decision of the Vice-Chancellor of the University whose decision shall be final. Settlement of all disputes will be made within the jurisdiction of Central University of Himachal Pradesh at Dharamshala.
6. The University reserves the right to accept or reject any/all the tender/ quotation(s) without assigning any reason.
7. Any term/condition given by the supplier/firm, in contravention to the terms contained in the tender/ quotation shall not be acceptable and shall be treated as null and void.
8. The rate should be quoted in figures and words and are to be typed legibly without any correction. No over-writing is allowed/is acceptable.
9. The Vendor shall keep the CUHP indemnified against all claims whatsoever in respect of the employees deployed by him. In case any employee of the vendor so deployed enters in dispute of any nature whatsoever, it will be the responsibility of the vendor to contest and settle the same. Further the vendor will ensure that no financial or any other liability comes on CUHP in respect of any nature whatsoever and shall keep CUHP indemnified in this respect.
10. The vendor shall further keep the CUHP indemnified against loss to the CUHP property and assets or loss/damage if any, sustained by the CUHP on account of the failure or negligence of the workers deployed by him in the breach of the contract.
11. The vendor shall be responsible for faithful compliance of the terms and conditions enunciated in this document. In the event of any breach of any of the terms and conditions, the contract may be terminated and the security deposit will be forfeited and further the work may be got done from another agency at his risk and cost.
12. If the contractor violates any of the terms and conditions of the contract or commits any fault or his services are not to be entire satisfaction of the officer authorized by the CUHP on his behalf, the contract shall be terminated and the University may take any other action against him, as it may deem fit.
13. The bidder must quote for all the items else their quotation will be cancelled.
14. The bidder must quote the total price including GST as applicable.
15. Evaluation of the financial bid will be done on the basis of total price quoted including GST.

Signature of Supplier