

TENDER DOCUMENT

(NIT No: RGNUL/CMW/292)

Dated: 30/08/2024

Supply of Degree Flaps for BALLB (Hons.) & LL.M (as per sample) at RGNUL campus, Sidhuwal, Patiala.



(Construction and Maintenance Wing)
Rajiv Gandhi National University of Law, Punjab,
Patiala



RGNUL, PUNJAB
(Construction and Maintenance Wing)
TENDER DOCUMENT

TENDER NO.	:	RGNUL/CMW/292
NAME OF WORK		Supply of Degree Flaps for BALLB (Hons.) & LL.M (as per sample) at RGNUL campus, Sidhuwal, Patiala.
EARNEST MONEY	:	2% Of Quoted Rate.
TIME ALLOWED	:	01 Months
DATE AND TIME OF ISSUE OF TENDER DOCUMENTS	:	30.08.2024 TO 13.09.2024 up to 10:00 AM
DATE AND TIME OF RECEIPT OF TENDERS	:	13/09/2024 UPTO 11:00 A.M.)
DATE AND TIME OF OPENING OF TENDERS	:	13/09/2024 (AT 11:30 A.M.)

Rajiv Gandhi National University of Law Punjab.
NOTICE INVITING TENDERS

No 292/ RGNUL

Dated 30.08.2024

Sealed tenders are **invited** from the established and reliable Indian manufacturers/ suppliers deals in degree flap supply, for tendering the below work so, as to reach this office by **11.00 AM** on **13-09-2024**. Bids will be opened on same day at 11.30 AM by Tender Opening/Purchase Committee in the presence of representative of agencies, who may like to be present.

S. No	Name of work	Earnest money (In Rs.)	Time period
1	Supply of Degree Flaps for BALLB (Hons.)& LL.M Size 9.25x12.5 inch as per sample on hard bound with Sarton pasting along with two Magnets at RGNUL campus, Sidhuwal, Patiala	2% of the quoted amount	15 days

Terms and Conditions:

- a. The complete Bidding document / DNIT can be obtained from office against Demand draft / online payment at <https://www.onlinesbi.com/sbicollect/> for **Rs. 1000/-+18% GST (Non-refundable) between 9.00 AM to 4.00 PM from 30.08.2024 to 13.09.2024 up to 10:00AM**. Earnest money of the unsuccessful bidders shall be refunded after the allotment of work. Earnest money of the lowest bidder shall be refunded after successful completion of the work.
- b. Subletting the work after its award is not permissible.
- c. The bid shall be accompanied by **Earnest Money @ 2% of the quoted amount** in the shape of Cheque or Demand Draft from the reputed Bank preferably Nationalized Bank only, in favor of the Registrar, RGNUL Patiala. The agency will also furnish valid copy of PAN, GST registration.
- d. The conditional tenders contrary to DNIT will not be accepted.
- e. The University reserves the right to accept or reject any quotations without assigning any reason thereof.
- f. The University reserves the right to increase or decrease the quantity of material without assigning any reason.
- g. Noncompliance of instructions of the authorities of the University or delay in completion of the assigned work or non-removal of defects in time; the Institute shall be free to get the job done or get the defects rectified through any other agency at the risk and cost of the Firm.
- h. The Supply shall be completed within **fifteen days from** the date of issue of acceptance letter.
- i. Income Tax and other taxes as applicable shall be deducted from the Firm's monthly bills.
- j. If **13-09-2024** is declared holiday by RGNUL, the tender will be received on the next working day.

REGISTRAR
RGNUL, PUNJAB

Copy to: NOTICE BOARD

University Website (www.rgnul.ac.in)

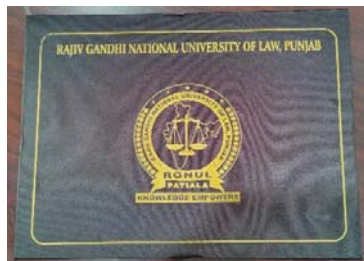
INSTRUCTIONS TO BIDDERS

Kindly stamp and sign all pages of the tender. Deviations if any shall be highlighted on a separate sheet on the tenderer's letterhead.

If there is any contradiction between various sections of the tender booklet, the Schedule of Quantities shall hold over the Terms & Conditions, which shall hold over the General Terms & Conditions.

For any clarification regarding this job, the bidders can contact Phone No **0175 – 2391600-601, 602,603 Extension 282** & e-mail: examination@rgnul.ac.in

Degree Flaps Sample View



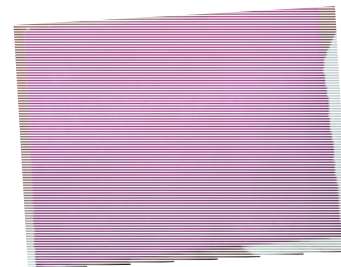
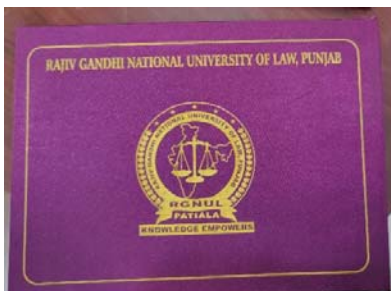
Front view



Inner View



Back



GENERAL:

1. When the person signing the tender is not sole proprietor the necessary Power of Attorney authorizing the person to act on behalf of the proprietor or Organization should be produced / attached with the tender.
2. The tenderers should study the various tender conditions / documents etc. Carefully before submitting their offers. If there are any doubts, they should get clarifications from RGNUL. In writing, but this shall not be a justification for submission of late tenders or extension of due date of the tender.
3. All entries and rates in the tender form must be written in permanent ink or typewritten, Erasures, overwriting or corrections if any, should be attested under the full signatures of the tenderer. All rates should be both in figures and words. The total amount should be given both in' figures and words in the tender form. In case of any difference, the rate expressed in words will be taken as authentic.
4. As far as possible the tenderers should endeavor not to stipulate any counter terms / conditions or modifications of tender clauses and should quote strictly as per tender conditions. This will

assist in proper evaluation of each offer.

5. RGNUL reserves the right to reject offers not meeting its technical requirements and commercial conditions.
6. RGNUL shall not be bound to accept the lowest tender and reserves right to accept any tenders. Decision of RGNUL in this connection shall be final.
7. The bidder at the his own responsibility, expenses and risk, is encouraged to visit and examine the Samples and obtain all information that may be necessary for preparing the Bid and entering into a contract. No extra charges consequent on any misunderstanding or otherwise shall be allowed.

Bill of quantities for Supply of Degree Flaps for BALLB (Hons.), LL.M (as per sample) at RGNUL campus, Sidhuwal, Patiala.

SR.No	DESCRIPTION	UNIT	QTY (No.)	Rate	Amount
1	Supply of Degree Flaps for BALLB (Hons.)& LL.M Size 9.25x12.5 inch as per sample on hard bound with Sarton pasting along with two Magnets at RGNUL campus, Sidhuwal, Patiala	Nos.	1000		

TOTAL =

- NOTES: - 1. Quoted rates should be net (inclusive of all taxes).
2. Supply will be accepted F.O.R. RGNUL, Sidhuwal, Patiala.**

(Signature of the agency with seal)

AGREEMENT

This Agreement made thisday ofbetween (Hereinafter called the "Firm" of the first part and Rajiv Gandhi National University of Law, Punjab, Patiala through the Registrar (hereinafter called "The University") of the other part.

Whereas the Firm has offered for the work of **"Supply of Degree Flaps for BALLB (Hons.), LL.M (as per sample) at RGNUL campus, Sidhuwal, Patiala ."** and the University has accepted his tendered offer for the execution of afore mentioned work. NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this agreement, words and expressions shall have the same meanings as are respectively assigned to them as per the general conditions of contract enclosed herewith.
2. The following documents shall be deemed to form and be construed as part of this Agreement:
 - (i) The "NOTICE INVITING TENDER" AND "INSTRUCTIONS TO TENDERERS" enclosed as ANNEXURE - with this agreement.
3. The work will be executed strictly according to specifications and sample and the schedule of items of work as per quantities specified therein at the accepted rates.
4. All correspondence and modifications, if any and acceptance letter will from part of this agreement.
5. The University hereby covenants to pay the Firm, in consideration of completion of works, the price in the manner as specified in this Agreement.

IN WITNESS THEREOF THE PARTIES HERE TO SET THEIR RESPECTIVE HANDS AND SEALS ON THE DAY AND YEAR MENTIONED ABOVE IN THE PRESENCE OF WITNESSES AS UNDER:

Name and Address of the Firm

.....
.....

Signature of Firm

.....
.....

Signed sealed and Delivered by in the capacity of

In presence of (Name and Address)

Witness No. 1

.....
.....

Witness No. 2

.....
.....

Registrar
For & on behalf of the
Rajiv Gandhi National
University of Law, Punjab
Patiala (RGNUL)