



National Law University and Judicial Academy, Assam

(Established by Assam Act No. XXV of 2009)

No.: NLUJAA/ADMIN/F/OFFICE STATIONERY-TONER/2021/04 /191

Date: 09-02-2021

NOTICE INVITING QUOTATION

This notice invites quotations affixed with non-refundable Court fee stamps of Rs. 8.25 for selection of vendors for supply of carpentry and gardening items enclosed at **Annexure - I** to the National Law University and Judicial Academy, Assam, for the financial year **2021-22** from 01-04-2021 to 31-03-2022. The same will be received at the office of the Registrar, NLUJAA during office hours up to **05:00 PM** on or before **02-03-2021**. Quotation opening date and time will be notified in the University website www.nluassam.ac.in. The Quotationer/Tenderer or their authorized agents may remain present at the time of opening of the quotations. Tenderer are advised to view the website regularly for update.

List of items is enclosed at Annexure - I (Carpentry and Gardening Items)

Terms and Conditions:

1. The rates should be quoted as shown against the items/articles and should be inclusive of GST/taxes applicable at any point of time.
2. The sealed envelope should bear the following 'superscription' on the top:
"The Registrar, National Law University and Judicial Academy, Assam".
3. The Quotationer/Tenderer would have to deposit Earnest money of **Rs. 10,000/-** in the form of Demand Draft in favour of Registrar, National Law University and Judicial Academy, Assam. The EMDs will be released after finalization of bid selection process. However, EMD in respect of the successful bidder will be retained as Security Deposit till completion of contract period.
4. The Quotationer/Tenderer to whom work would be allotted will have to execute a bond/undertaking as per University rules.
5. The undersigned reserves the right to accept or reject any tender without assigning any reason thereof.
6. Any deviation of terms and conditions shall invite cancellation of Quotation/Tender/Bills etc. and forfeiture of security deposit.
7. Each Firm must have GST registration, Trade License, Income Tax Clearance certificate, PAN Card. A copy of the same must be submitted along with the Quotation/Tender.
8. Bills must be submitted along with necessary work order and a copy of Challan etc. within seven days from the date of delivery of goods for payment, otherwise no payment shall be made.
9. The work may be allotted to one or many suppliers depending upon the urgency of the work, time factor, quality of works and past record of the firms in doing delivery works within due time.
10. In case there is no approved rate of any item, the supplier has to supply the same at reasonable price but not more than the Maximum Retail Price/market price, whichever is less.
11. In case lowest rate is quoted by one firm for same item and by other firm for other items then the firms will have to assure their willingness/submit consent letter to supply any or all of the materials as above, as per approved rates of the undersigned. If the lowest quoted rate is higher than the MRP/Market price, then payment will be made as per the MRP/Market Price.
12. Any firm/supplier indulging in any malpractice or adopting any unfair means will be barred working the University.
13. The Contract will be cancelled at anytime, if the quality of supplied materials is not as per standard or the order is not supplied on time, and the security deposit will be forfeited.
14. Past record of the firms/suppliers/contractors will be duly considered while awarding the work.
15. Selection criteria may include any other condition deemed to be just, fit and proper at that point of time.


Registrar

Memo No: NLUJAA/ADMIN/F/OFFICE STATIONERY-TONER/2021/04 /192-195

Date: 09-02-2021

Copy to:

1. P.S. to VC i/c for kind appraisal of the Hon'ble Vice-Chancellor I/C.
2. System Administrator, NLUJAA with a request to upload in the University website.
3. Notice Board
4. Office File


Registrar

LIST OF ITEMS

Sl. No.	Description of items	Specification	Unit	Unit price	Unit price in words
CARPENTRY ITEMS					
1	Mortise Door lock	Godrej make	1 pc		
2	Door Closer	Godrej make	1 pc		
3	Door Stoppr Alluminium		1 pc		
4	Door Aldrop (stainless steel)	6 inch	1 pc		
5	Door Aldrop (stainless steel)	12 inch	1 pc		
6	Hinges	Moji	1 pc		
7	T-bolt Alluminium 4, 6 inch		1 pc		
8	Door Handle	6 inch	1 pc		
9	Widow glass	4mm plain	1 pc		
10	Plywood	4mm	1 pc		
11	Plywood	12mm	1 pc		
12	Febiquick		1 pc		
13	Fevicol	1 kg jar	1 no.		
14	Saw sharpener		1 pc		
15	Nails $\frac{3}{4}$, $\frac{1}{2}$, 1, 1 $\frac{1}{2}$, 2, 2 $\frac{1}{2}$, 3, 4 inches		1 kg		
16	Screw $\frac{3}{4}$, $\frac{1}{2}$, 1, 1 $\frac{1}{2}$, 2, 2 $\frac{1}{2}$, 3 inches		1 pkt		
17	Nut-Bolts 1, 1 $\frac{1}{2}$, 2, 2 $\frac{1}{2}$, 3, 4, 5, 6 inches		1 kg		
18	Plain Glass 5mm tk		per sqft		
19	Aluminium window glass rubber		per meter		
20	Glass putty		per kg		
21	Wood putty		per kg		
22	Curtain rod 12'		per piece		
23	Curtain rod clamp		per pair		
24	Sand paper no.60		per piece		
25	Cloth wall hanger		per piece		
26	Measuring tape 3 m, 5m, 15m		per piece		
27	Wood cutter saw 18"		per piece		
28	Iron jack plane 18", 10"		per piece		
29	Ball pen hammer		per piece		
30	Nail Hammer		per piece		
31	Chiesel 1/5", 1", 1.5"		per piece		
32	T square 12"		per piece		
33	Oil stone		per piece		
34	Vaise clamp 5 feet long		per piece		
35	Saw sharpening file		per piece		

LIST OF ITEMS

Sl. No.	Description of items	Specification	Unit	Unit price	Unit price in words
CARPENTRY ITEMS					
36	Screw driver set	Taparia	per piece		
37	Wood cutter machine 1050W TC4SA 11000 rpm	Bosch	per piece		
38	Plydoor 3.5', 3', 2.5'		per piece		
39	Aluminium sheet		per sqft		
40	Wood plane machine GHO 6500 Planer 650W	Bosch	per piece		
41	Hole cutter (wood) bit all sizes		per piece		
42	Glass cutter		per piece		
43	plain sheet cutter		per piece		
44	Wood (as per size below)		per piece		
45	1"x12"x7'		per cft		
46	1"x6"x7'		per cft		
47	1"x3"x 7'		per cft		
48	1"x2"x7'		per cft		
49	2"x3"x7'		per cft		
50	3"x5"x7'		per cft		
51	2"x2"x7'		per cft		
Gardening Tools					
1	Spade		per piece		
2	Weeder		per piece		
3	Daw		per piece		
4	Sickle		per piece		
5	Shover (Iron)		per piece		
6	Hole digger (iron)		per piece		
7	Watering can/jar 5L		per piece		
8	Gumboot (size-6)		per pair		
9	Axe		per piece		
10	Hammer		per piece		
11	Grass cutting scissor		per piece		
12	Grass cutting blade for Honda machine		per piece		