



# National Law University and Judicial Academy, Assam

(Established by Assam Act No. XXV of 2009)

No.: NLUJAA/ADMIN/F/CONVOCATION/2018/01/

Date: 30-01-2018

## QUOTATION NOTICE

Sealed quotation are hereby invited affixing non refundable Court fee stamps of Rs.8.25 (Rupees Eight and Twenty Five paise) only from reputed Firms/individuals for preparation of convocation gown with cap for the convocation of National Law University and Judicial Academy, Assam as per the terms & conditions given below which will be received at the office of the Registrar, NLUJAA during office hours up to 3:00 PM on or before 06-02-2018 and will be opened on the same day at 3:30 PM at the Conference Hall 3<sup>rd</sup> floor, Admin Block of NLUJAA, Assam. The Quotationer or their authorized agents may remain present at the time of opening of the quotations.

### Description of Requirements ( Convocation gown with cap)

Sl.No	Description of Works	Specifications	Quantity	Rate
1	Convocation gown with cap	1. Customized designing and stitching 2. Good quality Drape cloth with satin/silk/synthetic finish of different colour with boarded design at neck and hand 3. Free size gown having minimum length of 48 inches 4. Square cut cap of light weighted hard board covered with cloth( matching with gown) & bunch of thread tassle on top dimensions 10-12 inches. 5. Cap head diameter: 22 inches with adjustable string for loosening and tightening.	250 Set (Approx.)	

### Terms and Conditions:

1. The rates should be quoted as to be inclusive of all GST/taxes applicable at any point of time.
2. The sealed envelope should be subscribed on top as "National Law University and Judicial Academy, Assam .
3. The Firm will have to deposit Earnest money of Rs.25000/- each in the form of Demand Draft favouring Registrar, National Law University and Judicial Academy, Assam.
4. The Firm to whom work will be allotted will have to execute a bond/undertaking as per 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.



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7. Each Firm must have GST registration, Trade License/income Tax Clearance certificate/ PAN Card and 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 rate in totality of all items will be considered while awarding the work contract..
10. In case there is no approved rate of any item, the supplier have to supply the same at reasonable prices but not more than the Maximum Retail Price/market price whichever is less.
11. Any Firm/supplier indulging in any malpractice or adopting any unfair means will be barred for any work with the University.
12. The Contract will be cancelled 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.
13. Past records and experience of the firms will be duly considered while awarding the work contract.
14. One set sample of completely stitched gown along with the cap will be provided.
15. And any other condition deem to be just, fit and proper at point of time.

**Registrar**

**Memo No.:** NLUJAA/ADMIN/F/CONVOCATION/2018/01/

**Date:** 30-01-2018

**Copy to :**

1. P.S. to V.C. for kind appraisal of the Hon'ble Vice Chancellor.
2. DIPRO, Kamrup for information and necessary publicity through FLS and Newspaper.
3. System Administrator, NLUJAA with a request to upload in the University website.
4. Notice Board.
5. Office File.
6. Guard File.

**Registrar**



## Robe Committee Meeting for 1<sup>st</sup> Convocation of NLUJA dated 29.01.2018

Members of the Committee	Members present in the Committee
Dr. Topi Basar	Dr. Topi Basar
Mr. T. Tombing	Mr. T. Tombing
Mr. Himangshu Ranjan Nath	Mr. Himangshu Ranjan Nath
Ms. Namrata Gogoi	Ms. Namrata Gogoi
Dr. Kankana Baishya	Dr. Kankana Baishya
Mr. Mukut Deka	Dr. Nandarani Choudhury, Special Invitee
Mr. Britanjay Basumatary	

With respect to preparation of the robes for the upcoming Convocation ceremony, the Committee Members after due deliberation has resolved the following,

Category	Colour of Gown	Boarder	Stole (Optional)	Hat
1 Chancellor	Golden Muga	Gold on Black	Maroon	Black
2 Vice-Chancellor	Golden Muga	Gold on Black	Navy Blue	Black
3 Registrar	Golden Muga	Gold on Black	Bright Yellow	Black
4 Chief Guest	Golden Muga	Gold on Black	Off White	Black
5 Guest of Honour I	Golden Muga	Gold on Black	Turquoise	Black
Guest of Honour II	Golden Muga	Gold on Black	Camel Brown	Black
6 Distinguished Guest	Golden Muga	Gold on Black	Purple	Black
G C Members	Camel Brown	Gold on Black	Black	Black
E C Members	Green	Gold on Black	Black	Black
A C Members	Grey	Silver on Black	Black	Black
LL.B Students	Blue	Gold on Muga	No	Blue
LL.M Students	Maroon Red	Gold on Muga	No	Red

*Topi Basar*  
30.01.18

*Dr. Kankana*  
30/01/2018

*Mr. Mukut*  
30/01/18

*Dr. Nandarani*  
30/01/18

*Ms. Namrata*  
30/01/18