



National Law University and Judicial Academy, Assam

(Established by Assam Act No. XXV of 2009)

No.: NLUJAA/ADMIN/F/CONVOCATION/2018/01/3313

Date: 25-01-2018

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 for the work of pandal, sound, light and decoration for 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 02-02-2018 and will be opened on the same day at 5:00 PM at the conference hall 3rd 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 (Pandal, Sound, Light, Decoration etc.):

| Sl. No. | Description of work | Quantity | Unit | Rate |
|--------------|---|----------|-----------------|------|
| 1. | Pandal- Hanger Structure with Clothing Ceiling and Barricade. | 10,200 | Sq.ft. | |
| 2. | Dining Hall – Bamboo Pandal | 4,000 | Sq.ft. | |
| 3. | Plastic Chair | 600 | Per piece x 600 | |
| 4. | VIP Chair with cover | 200 | Per piece x 200 | |
| 5. | Podium | 2 | Per piece x 2 | |
| 6. | Floor carpeting | 10,000 | Sq.ft. | |
| 7. | Stage light | 16 | Per piece x 16 | |
| 8. | Stage with carpeting | 1120 | Sq.ft. | |
| 9. | Ceiling fan | 50 pcs. | Per piece x 50 | |
| 10. | Stage Flower decoration | -- | -- | |
| 11. | Flex printing & wooden framing | 480 | Sq.ft. | |
| 12. | Dias table & chair decoration | 10 | -- | |
| 13. | Dining Hall floor carpeting | 4000 | Sq.ft. | |
| 14. | Main Gate flex printing & iron frame | 1 | -- | |
| 15. | Sound system 2000 watts (2 days) | 1 | -- | |
| TOTAL | | | | |

Terms and Conditions:

1. The rates should be quoted is 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. 50,000/- 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.

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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 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. And any other condition deem to be just, fit and proper at point of time.

Registrar

Memo No: NLUJAA/ADMIN/F/CONVOCATION/2018/01/3319-3324 Date: 25-01-2018

Copy to:

1. P.S. to VC 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

Sd/-
Registrar