



UNIVERSITY OF JAMMU
FORMS AND STATIONERY / SERVICES

SHORT TENDER NOTICE

For and on behalf of the University of Jammu, Jammu sealed tenders affixed with revenue stamps worth Rs.10/- (Rupees ten only) are invited from the Registered Firms, Authorized Dealers, Distributors and Suppliers through Registered Cover / Speed Post / Courier addressed to the Registrar for the supply of various items for the current financial year i.e 2019-20. The Tender should be sealed in **Two Envelopes**, "Envelope-A containing rates of the product (**Rates quoted should be excluding GST**)", and "Envelope-B containing other related documents such as CDR, Registration/GST no./Tin Form/Samples/Manuals etc." Two bid tender system will be followed for all the tenders, where in both the envelopes should be **superscribed** indicating the financial bid as well as the technical bid, for the items like; **Repair of water purifier, Refilling of fire extinguisher, Repair of DP Boxes and other items and Liveries and uniform (i.e shoes and bellies)**. It should be mentioned on the Envelope "Tender for strictly as per annexure to this notice." The tenders should reach in the office of the **Incharge (Services)** on or before **20-12-2019 (Friday)** during all working days upto **5:00 p.m.**

In case any vendor whose rates have been approved by the University of Jammu is unable to supply the required articles as per quoted specifications because of any reasons, shall be debarred for a period of 1-3 years depending upon the nature of the case.

The tenders which shall be without sample /manuals (if asked) shall be rejected.

For detailed tender notice and other terms and conditions, either visit our website (www.jammuuniversity.in) or contact the office of the Undersigned.

4/12/19
Incharge (F.& Sty./ Services)

No: F & Sty. / SS / 19 / TN / 1942

Dated: 04.12.2019



UNIVERSITY OF JAMMU
FORMS AND STATIONERY / SERVICES

DETAILED TENDER NOTIFICATION

For and on behalf of the University of Jammu, Jammu sealed tenders affixed with revenue stamps worth Rs. 10/- (Rupees ten only) are invited from the **Registered Firms, Authorized Dealers, Distributors and Suppliers through Registered cover / Speed post / Courier** for the supply of various items to approve the rates / firms, addressed to the Registrar, University of Jammu, Baba Saheb Ambedkar Road, New University Campus, Jammu-180006, which should reach in the office of the Registrar on or **before 20-12-2019** during all working days upto 5:00 P.M. The detailed notification will be available on the University website also i.e. (www.jammuuniversity.in). The rates approved by University as offered by different firms shall be valid for the financial year **2019-20**. Please note that no tender will be accepted after the expiry of the date as fixed above.

S. No	Name of Work	Specification	CDR Money
1	Repair of water purifier	Repair work of old and new machines Please mention Service Charges and other material cost with Rate List. Cost of the spare parts.	Rs.2000/-
2.	Refilling of Fire Extinguishers	Capacity, Company/ Brand Quality and Allied Accessories Please mention Service Charges and other material cost with Rate List	Rs.2000/-
3.	Repair of DP box and other repair items	Annexure-I * Samples may please be attached	Rs.5000/-
4.	Liveries and Uniform (i.e Shoes and Bellies)	Annexure-II Sample may please be attached	Rs.2000/-

Important Conditions

- 1 The tender should be sealed into **two envelopes**
 - (iii) **Envelope-A** containing rates of the product with superscription "Tender for Strictly as per annexure to this tender notice"
 - (iv) **Envelope-B** containing other related documents such as CDR, Registration / GST no. / Tin Form / Samples / Manuals etc.

each envelope should be **marked A (Rates of the product) and B (Specification with other related documents)** and be kept in another envelope. It should reach the office of the Registrar through Registered cover/ Speed post/ Courier. Please note that the envelop marked 'A' containing quoted prices shall be opened only after required specifications are met.

2. **The Rates quoted should be excluding taxes/duties as applicable from time to time.**
3. The Rates can be extended **beyond 31st March 2020** with the approval of the Competent Authority.
4. Please write the **name of the item/s on the cover** of the envelope for which tender is submitted with full details.
5. In case if the **tenderer fails** to make the supply of the articles / items as ordered for, in accordance with the conditions or items supplied do not match with the approved specifications, the CDR submitted by the tenderer will be forfeited.
6. Please note that the purchase will be made purely on merit and specifications basis as per samples supplied, subject to the verification by a constituted committee, University of Jammu, Jammu.
7. The tender form shall be available free of cost **w.e.f. 05.12.2019** and the last date for collecting the form from the office of the **Incharge (Forms & Stationery / Services)** is on **20.12.2019 upto 1 p.m.**
8. The rates should be quoted **F.O.R.** Main Campuses (University of Jammu) and all its allied Campuses i.e. (Bhaderwah, Kathua, Poonch, Udampur, Ram Nagar, Kishtwar, etc.)
9. The University of Jammu is **not bound to accept the lowest tender** and may reject any tender or any part of the tender without assigning any reason thereof.
10. Intending tenders shall have to **deposit earnest money as CDR** pledged to Registrar, University of Jammu without which tenders will not be considered.
11. Tender received **after the prescribed time and date** will not be entertained.
12. **Tax clearance / Registration** from the concerned are must.
13. The tenderer should be **duly registered** with the concerned authorities governing the trade and copy of the GST no. allotted by the Department should be enclosed with the tender.
14. The vendors are requested to instruct the rates are quoted according to the specification.
15. The tender will be opened if it's three or more than three in number as per the financial code.
16. The printing and binding work will be allotted in peace and meal as per requirement.
17. **Any other information if required** can be had from the office of the **Incharge (Forms & Stationery)** during all the working days or from University Web Site (www.jammuuniversity.in) or Contact on **0191-2431627** (Landline).

No: F & Sty./TN/19/1943

Dated: 04.12.2019

Registrar

P. J. J. J.
4/12/19
I/c Services.