



दीन दयाल उपाध्याय कॉलेज DEEN DAYAL UPADHYAYA COLLEGE

NAAC Accredited Institution-'B' grade (CGPA=2.63)

(दिल्ली विश्वविद्यालय) (UNIVERSITY OF DELHI)

सेक्टर- 3, द्वारका, , Sector-3, Dwarka, नई दिल्ली New Delhi - 110078

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Ref:DDUC/2017-2018/375-383

Date: 16/5/17

M/s _____

Subject : Invitation to Quote price of Items.

Dear Sir,

Quotations are invited in two bid system (Technical and Financial) for supply of Refrigerator/Microwave Oven/Electric Kettle as per details attached (Annexure 1) latest by 1/6/2017 11:30 AM.

The Technical Bid & Financial Bids should be sending in separate sealed envelopes and duly marked on top as Technical Bid/Financial Bid.

Both the bids should be further enclosed in an envelope super scribed "Quotation for Refrigerator/Microwave Oven/Electric Kettle" and addressed to "The Principal, Deen Dayal Upadhyaya College, Sector-3, Dwarka, New Delhi-110078". The same should be submitted with the Section Officer (Admin), Room No. 20 (GF).

Terms & Conditions:

1. All prices are F.O.R. Deen Dayal Upadhyaya College.
2. Delivery should be made in the college premises within 14 days from the date of receipt of the order.
3. Sales Tax/VAT if any, applicable should be mentioned separately.
4. At least one year Guarantee or Warranty conditions must be clearly specified.
5. The Quantity of items can be increased or decreased at the sole discretion of the college
6. The technical bid must contain detailed specification, Make, Model, and other relevant information and literature about the items quoted.
7. The vendor must submit Earnest Money Deposit (EMD), alongwith Technical Bid, in the form of DD for a sum of Rs. 6,000/- in favor of Principal, Deen Dayal Upadhyaya College. The non-submission of EMD will lead to the rejection of the bid. The EMD of unsuccessful bidders will be returned to them within Three (3) months of selection of vendors. The successful bid, if withdrawn or

- fails to supply items within stipulated time, is liable for forfeiture of the EMD.
8. The Technical Bid will be opened on 1/6/2017 at 1:00 PM in the Committee Room (Ground Floor) of the college.
 9. The Financial Bids of only those vendors will be opened whose technical specifications will be approved by the Technical Committee.
 10. Special discounts/ rebates, wherever applicable, keeping in view that the supplies are being made to an educational institution, must be indicated clearly.
 11. Articles which fail to satisfy the inspection/tests or does not conform to prescribed specification will be rejected and shall not be accepted and or to be removed/taken by the vendors at his own cost and responsibility.
 12. The undersigned reserves the right to accept or reject, wholly or partly, any or all quotations without assigning any reason.
 13. The Technical Committee, may at its discretion, waive any minor non conformity or any minor irregularity in an offer. This shall be binding on all vendors and the undersigned reserves the right for such waivers.
 14. The payment will be made to the vendor after satisfactory completion of delivery duly certified by the competent Technical Committee.
 15. For any clarification requests must be sent by email to the principaldducollege@gmail.com.
 16. It shall remain the responsibility of the company to ensure that your quotation will reach the address above on or before the deadline.
 17. The payment will be made through RTGS.


PRINCIPAL