

National University of Study and Research in Law, Ranchi

Annual Rate Contract for supplying Housekeeping items

Notice Inviting Quotations

National University of Study and Research in Law, Ranchi (NUSRL) requires office Housekeeping on Annual Rate Contract basis for the year 2024-25. A detailed list of estimated quantity of item to be supplied is enclosed herewith. Interested parties may submit their offer in a sealed cover in the office of Registrar before due date on the following terms and conditions latest by 05th July 2024 on or before 5:00 p.m. along with Tender Fee Rs.1000/- and Earnest Money Deposit of Rs.2,500/- (refundable) by DD/Pay order in favour of Registrar, National University of Study and Research in Law, Ranchi (NUSRL), payable at Ranchi. Tender will be opened on 8th July 2024 at 11:00 am.

Terms & Conditions:

- Purchase order may be sent by fax, E-mail or communicated to you by telephone;
- Delivery should be made within one week after receiving order from NUSRL, Ranchi;
- No delivery charges will be paid extra;
- Tax shall be paid as applicable;
- Payment will be made within 10-15 days after receiving the items as per specifications, in good conditions and verification of the same;
- Rate offered shall remain firm for a period of one year;
- In - complete and without Earnest Money Deposit, quotation shall not be entertained.
- Quotation in sealed envelopes, mentioning “Quotation for Electrical Consumable Items” on the envelopes is to be submitted in the office of Registrar before due date.
- University reserve the right to cancel any Tender
- University reserves the right to select any Bidder, being the “Lowest Bidder (L1)” is not the selection criteria.
- Vendor should not be lobbying with any insider
- Party should not submit any dummy bid
- Under no circumstances father and his Son(s) or other close relative who has business dealing with one another be allowed to Tender/Bid for the same contract as separate competitors. A breach of this condition will render the Tender/Bid of both the parties liable for rejection

Assistant Registrar(I/c)

NUSRL, Ranchi

Encl:

1. List of Housekeeping items
2. Profile of the Tenderer



NATIONAL UNIVERSITY OF STUDY & RESEARCH IN LAW, RANCHI

PROFILE OF THE BIDDER (for Housekeeping items)

- 1) Name of the Firm.....
- 2) Name of the Owner of the Firm.....
- 3) Address.....

.....
National University of Study
and Research in Law
Ranchi
.....

- 4) Telephone No..... Mob.No.....
- 5) Demand Draft No of Tender Fee (Rs. 1000/-) ----DD number _____ DD Date _____
Bank _____
- 6 Demand Draft No of EMD Rs.2500/- -- DD number _____ DD Date _____
Bank _____

Following documents must be attached.

1. Copies of Income Tax/Service Tax returns for the latest Three Assessment Years.
- 2) Copy of the PANCARD of the Proprietor/Partner/Company.
- 3) Copy of Registration under Service Tax.
- 4) Details of experience with documentary, evidence.
- 5) Demand of Tender Fee and EMD

Signature of the Bidder

National University of Study & Research in Law, Ranchi

List of Housekeeping items for Annual Supply Contract – Year 2024-25

Sl. No	Items Description:	Quantity
1.	Phenyl White	300 Ltr
2.	Phenyl Black	150 Ltr
3.	Toilet Cleaner/Harpic	250 Ltr
4.	Liquid Soap	240 Ltr
5.	Naphthalene Ball (100 gm)	40 Kg
6.	Surf Wheel	80 Kg
7.	Mop with handel (HIC)	80 Nos
8.	Broom Phool	90 Nos
9.	Broom Nariyal	90 Nos
10.	Wiper big size with handle (HIC/Innova)	10 Nos
11.	Thread mop 24” with handle (HIC)	24 Nos
12.	Toilet brush (BRW)	50 Nos
13.	Taible Duster	80Nos
14.	Bleaching Powder	10 Kg
15.	Mug	20 Nos
16.	Plastic Dust Pan (Big Size)	20 Nos
17.	Plastic Sink and Toilet Cleaning Pump	10 Nos
18.	Jala Broom (Big size)	10 Nos