



RABINDRA BHARATI UNIVERSITY

Emerald Bower Campus: 56A B. T. Road, Kolkata-700050

Jorasanko Campus: 6/4 Dwarakanath Tagore Lane, Kolkata-700007

PHONE: (033) E. B. Campus: 2557-1028/3028/4028/7161, J. S. Campus: 2269-5241/5242/6601/6610

Website : www.rbu.ac.in e-mail: registrar@rbu.ac.in fax: (033) 2556-8079

Ref. No. Pur/73/2015

Dated: 29.04.2015

Notice Inviting Tenders

Sealed quotations are invited from the reputed companies/organizations/suppliers/service provider for fire extinguisher servicing, refilling & replacement of unserviceable cylinder along with a non-refundable demand draft for Rs.100/- in favour of Rabindra Bharati University payable at Kolkata, within 03:00 pm of 13th May 2015. Only reputed companies/organizations/suppliers/service provider shall be allowed to participate in the tender process. Relevant documents like credentials, valid trade license, and income tax clearance etc. must be submitted along with the tender. Equipments are to be supplied and installed at the following campus of the University.

- i) Emerald Bower Campus: 56A B. T. Road, Kolkata-700050
- ii) Jorasanko Campus: 6/4 Dwarakanath Tagore Lane, Kolkata-700007
- iii) Directorate Distance Education, Rabindra Bhavan
EE-9&10, Sector-II, Salt Lake City, Kolkata-700091

It is to be noted that the companies/Organisations/Suppliers/ Service provider willing to participate in the Tender process will have to visit the aforesaid Campus in person for physical verification of the existing cylinders and on the basis of the physical verification, tender will have to be submitted clearly mentioning followings:-

- i) No. of existing serviceable cylinder with rate of each for refilling:
- ii) No. of existing unserviceable cylinders to be replaced with new cylinders with rate:

Registrar (Acting)

Terms & Conditions Overleaf

Terms and Conditions

1. Prices are inclusive of all Taxes, Duties, Levies, Delivery, Freight, Commissionary and Installation charges.
2. Goods: The goods shall be of the best materials and workmanship.
3. Vat: while claiming vat the party should indicate Vat registration number.
4. Challans: Challan of the articles should be in a quadruplicate. (One for store/one for purchase/one for bill/one for party). A copy of the receipted challan shall be handed over to the purchase section /one to the store.
5. Bills: Bills/Invoices in triplicate must be drawn in favour of Finance Officer, Rabindra Bharati University, 56A, B.T.Road, kolkata 50 along with other documents and copies of receipted challans.
6. Right: We reserve the right to reject the goods if they do not correspond with this order in quality fitness or description.
7. Delivery: Delivery to be made: (Total No. of New Cylinders)
 - i) At E.B.Campus: 56A, B.T. Road Kolkata - 700050
 - ii) At Jorasanko Campus: 6/4 Dwarakanath Tagore Lane, Kolkata-700007
 - iii) At Directorate Distance Education, Rabindra Bhavan EE-9&10, Sector-II, SaltLake City, Kolkata-700091
8. Parties are requested to mention on the sealed envelope: "Quotation for Fire Extinguisher Servicing".
9. Incomplete quotation shall be summarily rejected.
10. Price should be quoted in Indian rupee inclusive all taxes.
11. Payment against proforma invoice after servicing, refilling & replacement of un serviceable fire Extinguisher.