



Rabindra Bharati University

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

Ref. No. :-RBU/SO/T/52/2023

Dated: - 11-10-2023

Notice Inviting Tender

Sealed Quotations are invited from the reputed Companies/Traders for the disposal of Five Generators and various types of Metal and Non-Metal items of Rabindra Bharati University within 03.11.2023 (5PM). Only reputed Companies/Traders having valid Trade License, Registration Certificates of GST, PAN etc. shall be allowed to submit the quotations along with an EMD of Rs, 30,000/- (Refundable) in favour of **Rabindra Bharati University** payable at Kolkata. The Quotations may be dropped at drop box kept at Security Department. For details kindly visit our website www.rbu.ac.in

Security Officer



Rabindra Bharati University

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

Ref. No. :-RBU/SO/T/52/2023

Dated: - 11-10-2023

TENDER DOCUMENTS CUM QUOTATION FORM

Sealed Quotations are invited from the reputed Companies/Traders for the disposal of Five Generators as schedule 'A' and various types of Metal and Non-Metal items as schedule 'B' of Rabindra Bharati University within **03.11.2023** (5PM). Only reputed Companies/Traders having valid Trade License, Registration Certificates of GST, PAN etc. shall be allowed to submit the quotations along with an EMD of Rs, **30,000/-** (Rupees Thirty thousand only) in favour of **Rabindra Bharati University** payable at Kolkata. The Companies/Traders may quote for both the schedule 'A' and 'B' items or may quote for single schedule of items as per format and terms & conditions mentioned below:

Sl No	Schedule of item	Name of the Scrap items	Quoted Amount in Lump Sum (Rs)	Address & Contact No.
01	A	05 (Five) numbers of Generators		
02	B	Metal and Non-Metal Items of 3 campuses, 5 hostels and staff quarters		

Terms & Conditions

1. The Companies/Traders may quote either for both the schedule 'A' and 'B' items or may quote for single schedule of items in above format within **03.11.2023** (5PM).
2. The evaluation of the quotations will be done separately and the highest bidder of each schedule will be awarded the work order for lifting the items.
3. A draft of Rs, **30,000/-** (Rupees Thirty thousand only) (Rundable) in favour of **Rabindra Bharati University** payable at Kolkata has to be attached with the quotation otherwise it will not be considered as valid quotation.
5. After awarding the contract, if the successful bidder refused to receive the items, the EMD will be forfeited of that bidder.
4. Bidders may quote after joint inspection of the generators and scrap items on **30.10.2023** and **31.10.2023** at **12 pm** at Emerald Bower (B. T. Road), Jorasanko, CDOE (Saltlake) campuses, Five Hostels at Baranagore, Sinthi, Bonhoogli, Dum Dum Park, Salt lake and Staff Quarters at Panithati.
6. Bid will be opened on **06.11.2023** at **3 pm** at Emerald Bower campus of Rabindra Bharati University in presence of all the bidders. In case of any change of date for opening of the bids it will be notified on University website.
7. After awarding the contract, the bidders have to submit the total amount in the form of bank draft to the accounts department of this university within **07 days** and lifting of total items has to be completed within **30 days** of awarding the contract.
8. In case of any dispute arises; the decision of the University will be binding on all bidders.
9. This quotation form has to be signed with stamp by the competent authority of the bidder before dropping to the tender box kept at the office of the undersigned.

Authorised Signatory of the Company with Stamp