



GAUHATI UNIVERSITY
Gopinath Bardoloi Nagar, Guwahati-781014

Tender No. GU/G/17/5256, Dated 07/03/2017

TENDER NOTICE

Tenders in sealed cover are invited for supply and fixing of signage at different locations in Gauhati University premises subject to fulfilment of certain terms & conditions. Registered firm/ agency/Company willing to submit tender papers should have experience of doing similar nature of making of signage in Government/Govt. autonomous bodies/Undertaking/ Other reputed organization and shall have to submit all relevant credentials including certificate of experience along with the quotation to be submitted.

Tender paper must include a Demand Draft of Rs. 500/- (five hundred) only as Tender fee (Non-refundable) and a DD of Rs. 10,000/- (ten thousand) only as EMD (refundable) drawn in favour of the Registrar, Gauhati University, payable at SBI, Gauhati University Branch. Tenders not accompanied by the required Demand Draft will be rejected.

Tenders in the prescribed format should reach the office of the Registrar, Gauhati University, Gopinath Bardoloi Nagar, Guwahati-781014, Assam, India, Pin Code-781014 on or before **28/03/2017 upto 3.00 P.M.** After scheduled time and date no tender will be accepted. Tender will be opened on the same day at 3.30 P.M. in presence of bidders, if possible. Detailed tender documents may be downloaded from the Gauhati university website: **www.gauhati.ac.in**. For any other query, please contact Deputy Secretary, University Classes, Gauhati University, Guwahati-781014. Lowest rate may or may not be the selection criteria.

Registrar
Gauhati University



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Name of work: Supply and fixing of Sign Boards.

Specifications:

(A) Direction Board:

1. **Framing** : 0.75 inch Square Pipe of 18 Gauge Stainless Steel Framing
2. **Printing materials of signage:** 3M, UV printing Rector Reflector pest on 22 Gauge GI Sheet.
3. **Signage Display:** Both Sides.

(B) Signage post: 1.5 inch 18 Gauge Square/Round StainlessSteel Pipe with installation by civil work.

1. Name of the Firm : _____
2. Full Address : _____

3. Name of Owner : _____
4. Firm's Registration No. : _____
Validity Period : _____
5. Income Tax PAN No. : _____
6. TAN No. of the Firm : _____
7. Service Tax Registration No. : _____
8. Tender fee Deposit of Rs. 500/- by D.D. No. _____
9. Earnest Money Deposit of Rs. 10,000/- by D.D. No. _____

10. Rate tendered (inclusive of all):

(A) **Direction Board:** Rs _____ Per Sq. Feet

(B) **Signage post** : Rs _____ Per Feet

If necessary, separate sheet may be enclosed to quote the rates of different items.

Place :

Date :

Signature
Name of the firm
(Seal)



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Terms and Conditions

1. Tenders need to be supported with supplier's details, sealed in envelope/cover and addressed to the Registrar, Gauhati University, Gopinath Bardoloi Nagar, Guwahati, Assam, Pin code- 781014.
2. The prices quoted should be on door delivery with fixing charges at designated points.
3. Rate quoted should be net after allowing all discounts and be inclusive of all taxes/VAT etc.
4. Any increase in rate during the course of supply shall not be acceptable.
5. The incidental expenses such as: package, carriage, railway freight, forwarding and insurance etc. will be borne by the firm/suppliers.
6. The Firm/ Suppliers should have experience in similar nature of making of signage for Government/Govt. autonomous bodies/Undertaking/ Other reputed organizations.
7. The work should be completed within 15 days from the date of issue of work order.
8. Gauhati University reserves the right to reject any or all tenders including the lowest one without assigning any reason thereof.
9. Tender should be accompanied by a copy of Sales Tax/VAT Registration and PAN Card & Firm Registration certificate.
10. All disputes will be subject to jurisdiction of Guwahati city only.
11. Suppliers having rate contract with Central/State Government should enclose copy of the rate contract documents.
12. The tenders shall be opened on 28/03/2017 at 03.30 P.M. in the office of the Registrar, GU.