



Ref: RGUKT-B/Proc/Curtains/Q16/2017, dated. 04.12.2017

**NOTICE INVITING QUOTATIONS**

Description : Providing and fixing of window curtains

NIQ No : RGUKT-B/Proc/Curtains/Q16/2017

**Last date for submission : Dt: 18 .12.2017 by 05:00PM**

1. Rajiv Gandhi University of Knowledge Technologies (RGUKT), Basar, invites sealed Quotations (single bid system) for supply and fixing of Curtains (approx 300 No's of windows, size 6 x 6 feet) in the class rooms.
2. Interested bidders are requested to quote for Curtains, stainless steel rods with clamps for windows (approx 100 No's).
3. The specifications of Curtains, Stainless Steel rods with clamps are given below.

<b>Specifications</b>		
1	Curtains	<ol style="list-style-type: none"><li>i. Size :4 x7 feet.</li><li>ii. Minor modifications in stitching as per size requirement.</li><li>iii. Curtain to be stitched both side if required.</li><li>iv. Transparency: Room Darkening.</li><li>v. Type: Rings.</li><li>vi. Cloth: Superior Quality.</li></ol>
2	Stainless Steel Rods with Brackets	<ol style="list-style-type: none"><li>i. 1 inch stainless steel Rod.</li><li>ii. Size:6 ½ feet.</li><li>iii. The Bracket shall be side mounted and front mounted.</li><li>iv. Front mount is 3.5 inches from the wall.</li></ol>

4. The quotations must be accompanied with the following:
  - a. Bidder information sheet (Annexure-I)
  - b. Price offer (ANNEXURE-II)
  - c. Non refundable Processing fee of **Rs.500/- (Rupees One Thousand only)** in the form of DD, drawn in favour of The Director, RGUKT, Basar, payable at Basar.
  - d. Copy Registration Certificate from Competent Authority.
  - e. Copy of PAN card
  - f. Registration of GST

5. RGUKT reserves the right to reject any/all quotations (s) without assigning any reasons whatsoever. Canvassing in any form will be considered as disqualification from award of contract.
6. Quality and price are the factors will be taken into consideration for awarding of contract.
7. The conditions of the Contract:
  - a. The rates mentioned shall be valid for a period of 90 days.
  - b. The bidders are required to **submit the samples of items quoted** along with tender documents/quotations.
  - c. Curtain
  - d. The work has to be completed within **15 days** from the date of award of the contract.
  - e. Bidder may visit the site and check the sizes of windows.
  - a. **Payment terms:** 100% against satisfactory delivery and fixing of Curtains for windows in class rooms and after getting satisfactory certificate from the concerned authorities.
  - b. The prices should quote inclusive of all the transportation, service charges and fixing of curtains.
  - c. The payment shall be made through RTGS transfer on receipt of triplicate invoice along with advance stamped receipt.
8. Submission of the quotation will signify the acceptance of all the terms and conditions of the contract. It will not be obligatory for the institute to accept the lowest quotation & no explanation shall be given for the cause of rejection of quotation to any bidder.
9. **The quotations are to be addressed to** “the Director, RGUKT, Basar”. The covers should be super scribed as **“Quotation for Supply and fixing of Curtains for windows in the classrooms”**.

**10. Address for sending of sealed quotations:**

Procurement Section, Omega(ω)-11,  
RGUKT- Basar,  
Nirmal District, Telangana -504107.  
Call:8919908978/9441186881.

**Sd/-  
Vice-Chancellor**

## ANNEXURE-I

### The bidder information sheet:

1	Name of the organization				
2	Year of establishment				
3	Complete postal address				
4	Name & Designation of Authorized person				
5	Phone No.				
6	Fax No.				
7	Email				
8	Nature of the firm (Proprietary/partnership/etc...)				
9	<b>Bank Details of the Agency:</b>				
	Bank Name				
	Bank Address				
	Bank Account Number				
	IFSC Code				
10	PAN No.				
11	VAT/GST				
12	UIDAI Certification No.				
13	Bid Document Fee (Non refundable)		Amount Rs. :		
			DD No. :		
		DD Date :			
		Issuing Bank & Branch :			
14	<b>Experience Details (if any):</b>				
	<b>S.No.</b>	<b>Name of the Organization (along with contact details)</b>	<b>Year of supply</b>	<b>Items Supplied</b>	<b>Item value</b>
15	Details of certificates enclosed.				

**(On the official letter head of the firm)**

**ANNEXURE-II**

**PRICE OFFER**

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<b>S. No</b>	<b>Item details</b>	<b>Qty</b>	<b>Unit Price Without taxes</b>	<b>Taxes &amp; Other Duties etc. on Unit price</b>	<b>Unit price inclusive of taxes &amp; duties (Rs.)</b>	<b>Total Price (Rs.)</b>
1	2		4	5	6 ( 4+ 5)	
1	Supply and fixing of Curtains for windows Size: 6x6 feet (Curtains, Stainless steel rods with Brackets) *Curtain:2 curtains per each window. *curtain size:4x7 feet. *Brackets : 2 No's	300 No's of Windows				

\* The purchase quantity may vary by  $\pm 20\%$

**Note:**

1. One set of sample should be submitted along with quotations.
2. The prices are to be quoted inclusive of transportation, Stitching and fixing charges of curtains for windows.

***Signature of the Bidder with Seal***