



DIAMOND HARBOUR WOMEN'S UNIVERSITY

Sarisha, Diamond Harbour Road, South 24 Parganas, West Bengal-743368

Website: www.dhwu.ac.in

NO.: DHWU/QUT/004/2024

Date: 02-07-2024

NOTICE

SUB: Quotation for Office Items of Diamond Harbour Women's University

The following items will be purchased for the office of the Diamond Harbour Women's University:

SL. No.	Items	Qty	Rate of Items (Rs.)	Rate of GST	Price of items inclusive of GST (Rs.)
1	MOP (STANDERD QUALITY)	01			
2	WIPER (STANDERD QUALITY)	01			
3	FOOLJHARU(STANDERD QUALITY)	01			
4	JHATA (STANDERD QUALITY)	01			
5	PLASTIC BELCHA (STANDERD QUALITY)	01			
6	PLASTIC MUG (STANDERD QUALITY)	01			
7	PLASTIC BUCKET (16LTR)	01			
8	PADDLE DUSTBIN	01			
9	SWINGBIN (60LTR)	01			
10	BASIN BRUSH	01			
11	COMOD BRUSH	01			
12	CLOTH DUSTER	01			
13	GARBAGE BAG	01			
14	NAPHTHALENE (PERKG)	01			
15	ODONIL	01			
16	SANITIZERLIQUID (PERLTR)	01			
17	HANDWASH BOTTLE	01			
18	HANDWASH POUCH	01			
19	COLIN (500ML)	01			
20	VIMBAR LIQUID (500GM)	01			
21	VIMBAR LIQUID POUCH (500GM)	01			
22	HANDGLOVES (RUBBERMADE)	01			
23	ROOM FRESHNER AMBIPURE	01			
24	SCOTCH BRITE	01			
25	BLICHING POWDER (PERKG)	01			
26	WHITE PHENYL GOOD QUALITY (PERLTR)	01			
27	ROOM FRESHNER	01			
28	TOILET PAPER ROLL	01			

Sealed Quotations/Tenders are invited from bonafide organizations/Companies/Agencies/ Firms Proprietor on their Letter Head / Office Pad for purchase of office items for Diamond Harbour Women's University. Interested concerns may send their quotations in the above noted format along with Trade Certificate, and documents of PAN & GST. Interested concerns may send their quotations/tenders clearly mentioning the amount of applicable GST. The University Authority has the right to cancel one or every quotation/tender without mentioning the reason what so ever.



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Last date of submission of the Quotations/Tenders in the Department Office: 18-07-2024

Date and time of opening the Quotations/Tenders: 19-07-2024

Quotations /Tender will only be accepted in the Department Office on all working days from 11 a.m. to 3 p.m., and on holidays, you can drop the sealed envelope in the designated tender box.

TERMS AND CONDITIONS AND PARTICULAR ARE NOTED BELOW

- 1) Those who are agreed to these terms and conditions need only quote. No additional Terms and conditions to be put forth by the quotationers will be entertained and such offer may be rejected without assigning any reason thereof.

The rate offer should be valid for acceptance up to 01 (One) year from the date of issue of the work / supply order and the rate is inclusive of GST (mentioning GST separately) ‘ Rate should be quoted in both words and figures; if there is a discrepancy between words and figures the amount in words prevail.

- 2) Payment would be soon as early as possible against bill submitted by the party after satisfactory completion of the work’
- 3) Decision of acceptance / rejection of the quality of work by approve authority shall be final and binding on the bidders.
- 4) The quotationers will have to provide attested photocopy of trade license, PAN, GST Registration Certificate (if applicable), along with quotations, falling of which the offer may be considered.
- 5) Acceptance of the lowest offer is not binding to the authority.
- 6) The undersigned reserves the right to accept or rejected any or all the offers without assigning any reason whatsoever.
- 7) Specification of each work should be strictly followed by the supplier / bidder during execution of the work / supply if the work/ supply order is given.
- 8) Security money will be admissible as per govt. rules.

PRE-REQUISITES

Self attested photocopies of PAN, Trade License, GST Registration Certificate (Scanned Original) valid for the quotation period, and address proof are to be furnished along with quotation .

If the office remain closed on the opening day of the quotation, the quotation shall be opened at 01:00 P.M. on the next working day.

Officer on Special Duty (Admn.)

Copy forwarded for displaying on their notice board to:-

1. The SDO, Diamond Harbour.
2. Chairman, Diamond Harbour Municipality.
3. Post Master, Diamond Harbour HO.
4. BDO, Diamond Harbour-II.
5. BDO, Diamond Harbour-I.