



SAMBALPUR UNIVERSITY
JYOTIVIHAR, BURLA
SAMBALPUR (ODISHA), PIN-768019

Website: www.suniv.ac.in

No. 5984 /Store

Dated: 17/10/23

Quotation Call Notice

Sealed quotations are invited item wise as mentioned below from interested firms/event management firms having adequate experience and valid GST Registration certificate, PAN Card, service tax etc. for ORC 2023 from 14th to 16th November 2023. The items are: - 1) Open Stage & Accessories, 2) Light & Sound, 3) Plastic Chair - 1000 nos., 4) Stage Decoration. The sealed quotation should reach the office of the undersigned on or before 31st October 2023 by Speed/Registered Post. The quotationer/his representative may remain present at the time of opening of quotation at 03.00 p.m. on 1st November 2023. The detailed list of Items, term and conditions/ specifications can be obtained from the P.G. Council, SU in person on any working day during office hour or from the University website: [-www.suniv.ac.in](http://www.suniv.ac.in).

Registrar 17/10/23

Memo No. 5985 /Store

Dated: 17/10/23

Copy along with term and conditions forwarded to: -

1. Dy. Director, e-Governance Nodal Centre for uploading it in the University website.
2. Notice Board.
3. 03 spare copies to Store and Purchase Section.

Registrar 17/10/23

Term and Conditions

1. The rate should be inclusive of all charges except GST. The GST must be indicated separately.
2. Price of each item should be quoted unit wise.
3. GST Registration Certificate/PAN Card (Xerox Copy) certificate, copies of similar orders executed in reputed institution should be submitted along with the quotation.
4. Adequate skilled man power must be deployed onsite for smooth operation of the devices during the program. The University Authority will not be held responsible for any type of eventuality if occur.
5. Furniture, fixtures & other materials required for event will be supplied by the firm ordered. Breakage, if any, found in connection with the decoration and other program preparation would be borne by the selected firm.
6. Payment will be made after successful & satisfactory completion of all work and after submission of bills in duplicate by the firm.
7. EMD to be deposited amounting to **Rs. 5000/-** (Rupees Five Thousand) only in shape of Bank Draft in favor of Comptroller of Finance, Sambalpur University payable at State Bank of India, Jyoti Vihar which is refundable to unsuccessful bidder after finalization of work & others after completion of work. The quotation without EMD will not be taken in to consideration.
8. **No extra cost will be allowed for any extra item, if provided by the firm.**
9. The University authority reserves the right to reject or accept any or all quotations without assigning any reason thereof.

Registrar 17/10/23