



National Law University and Judicial Academy, Assam

(Established by Assam Act No. XXV of 2009)

No.: NLUJAA/ADMIN/F/HK/2018/022 /842

Date: 02/05/2019

NOTICE INVITING QUOTATION

Sealed quotation are hereby invited affixing non refundable Court fee stamps of Rs. 8.25 (Rupees Eight and Twenty Five paise) only from reputed Firms/Vendors for supply of cleaning materials for National Law University and Judicial Academy, Assam as per the terms & conditions given below. The same will be received at the office of the Registrar, NLUJAA during office hours up to **3:00 PM** on or before **14-05-2019** and will be opened on the same day at **4:00 PM**. The Quotationer/Tenderer or their authorized agents may remain present at the time of opening of the quotations.

List of Cleaning Materials/Items: ANNEXURE-A (Enclosed)

Terms and Conditions:

1. The rates should be quoted as shown against the items/articles and should be inclusive of all GST/taxes applicable at any point of time.
2. The sealed envelope should be addressed to "The Registrar, National Law University and Judicial Academy, Assam".
3. The Quotationer/Bidder will have to deposit Earnest Money of **Rs. 5000/-** each in the form of Demand Draft favouring Registrar, National Law University and Judicial Academy, Assam.
4. The Quotationer/Bidder to whom work will be allotted will have to execute a bond/undertaking as per rules.
5. The undersigned reserves the right to accept or reject any tender without assigning any reason thereof.
6. Any deviation of terms and conditions shall invite cancellation of Quotation/Tender/Bills etc. and forfeiture of security deposit.
7. Each firm must have GST registration, Trade License, Income Tax Clearance certificate, PAN Card. A copy of the same must be submitted along with the Quotation/Tender.
8. Bills must be submitted along with necessary work order and a copy of challan etc. within seven days from the date of delivery of goods for payment, failing which no payment shall be made.
9. The work may be allotted to one or many suppliers depending upon the urgency of the work, time factor, quality of work and past record of the concerned firms.
10. In case there is no approved rate for any item, the supplier will have to supply the same at reasonable price but not more than the Maximum Retail Price/market price whichever is less.
11. In case the lowest rate is quoted by one firm for some items and by other firms for other items then the selected firms will have to give consent letter to supply any or all of the materials as per approved rates of the undersigned. If the lowest quoted rate is higher than the MRP/Market Price then payment will be made as per the MRP/Market Price.
12. Any firm/supplier indulging in any malpractice or adopting any unfair means will be barred for any work with the University.

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13. The Contract will be cancelled anytime if the quality of supplied materials is not as per standard or the order and is not supplied on time in such case the security deposit may also be forfeited.
14. Past record of the firms/suppliers/contractors will be duly considered while awarding the work.
15. Further, any other condition deemed to be just, fit and proper at that point of time. Will also be considered while awarding work to a bidder.
16. Sample of the items is to be submitted alongwith the quotation.

Registrar

Memo No: NLUJAA/ADMIN/F/HK/2018/022/243 - 848

Date: 02/05/2019

Copy to:

1. P.S. to VC for kind appraisal of the Hon'ble Vice-Chancellor
2. DIPRO, Kamrup for information and necessary publicity through FLS and newspaper.
3. System Administrator, NLUJAA with a request to upload in the University website.
4. Notice Board
5. Office File
6. Guard File

Registrar

LIST OF CLEANING MATERIAL FOR HOUSEKEEPING SERVICE

Sl. No.	Name of the Item	Unit	Rate (Rs.)
1	Airpocket	1 Packet	
2	Mosquito repellent Solution	1 Bottle	
3	Bleaching Powder	500 gm	
4	Broom soft	1 No	
5	Broom bamboo	1 No	
6	Broom long size	1 No	
7	Brush (toilet cleaner)	1 No	
8	Bucket Cello	1 No	
9	Chitranala	100 ml	
10	Johnson's baby oil	200 ml	
11	Colin	500 ml	
12	Dry moper	1 No	
13	Wet moper	1 No	
14	Hand glove (Non Sterile)	1 Pair	
15	Handwash (200 ml Bottle)	1 No	
16	Handwash (250 ml Bottle)	1 No	
17	Handwash (500 ml Pouch)	1 No	
18	Harpic (Power Plus)	200 ml	
19	Harpic (Disinfectant Bathroom Cleaner)	500 ml	
20	Lizol (1 ltr)	500 ml	
21	Nepthaline ball	1 Kg	
22	White Phenyle (ltr)	5 ltr	
23	Black phenyle	5 ltr	
24	Roomfreshner 125gm/ 225 ml	1 No	
25	Roomfreshner 153 gm/ 270 ml	1 No	
26	Scrubber Pad (Good Quality)	1 No	
27	Surf (kg)	1 Packet	
28	Stainless Steel Scrubber	1 No	
29	Thinner (1 ltr bottle)	1 No	
30	Tiles cleaner (Acid) (500ml Bottle)	500 ml	
31	Wiper	1 No	
32	Dettol	100 ml	
33	Table cleaning cloth	1 No	
34	Bath Towel (50cm X 100 cm)	1 No	
35	Brush dusting	1 No	
36	Detergent soap (Small)	1 No	
37	Toilet Brush (Double sided)	1No	
38	Dust pan	1 No	