

GENERAL TERMS AND CONDITIONS

- 1. Rates should be valid for a period of 90 days from the date of the opening of the price bid and that Rabindrasadan Girls' College may give orders or repeated orders during this period.**
- 2. The intending bidder should quote the rates inclusive of all expenses, charges, taxes, duties, transportation, packing and forwarding, freight, insurance, etc. i.e. All "Inclusive" with free delivery up to Rabindrasadan Girls' College, Karimganj.**
- 3. Payment: Payment will be made as per RUSA guideline.**
- 4. Quantity: College reserves the right to vary in quantities and omit items at the time of placement of purchase order.**
- 5. The bidder may quote for any specific equipment/item.**
- 6. Delivery: Equipment/materials are to be delivered at the College within 7 (Seven) days from the date of issue of purchase order.**
- 7. The RUSA monitoring committee of Rabindrasadan Girls' College, Karimganj reserves the right to accept or reject any or all the quotations without assigning any reason thereof and is not bound to accept the lowest or any rates.**
- 8. The RUSA monitoring committee of Rabindrasadan Girls' College, Karimganj, reserves the right to split the items from the quotations to different suppliers with proper justifications.**
- 9. The decision of the RUSA project monitoring committee of Rabindrasadan Girls' College, Karimganj, shall be final and binding in all cases.**
- 10. Copy of Pan Card, GST registration, Sales Tax/VAT and Service Tax Registration should also be submitted along with the offer.**

**Sd/- Dr. Nibedita Nath
Principal i/c
Rabindrasadan Girls' College**

Vendor (Bidder) Information

Type: Personal/ Commercial/ Small Business Finance/ Small Scale Industries

Name of the Firm:

Name of the owner/ Partner/ Director:

Father's Name/ Husband's name:

Office Address:

City:

District:

State:

Pin Code:

Mobile No.

E-mail ID:

PAN No.:

GST Registration No.

TIN No. (If applicable):

TAN No. (If applicable):

Service Tax No. (If applicable):

Bank A/C No.:

NAME OF BANK ACCOUNT

Bank Name: BRANCH:

IFSC code:

Signature of authorized person.

Date:

Full Name:

Place:

Company's seal

Format

The bidders have to submit their prices as per the format provided below

Quotation Document	
Name of the Firm	
Name of owner/Partner/Director	
Address	
Mobile No.	
Name of the Work	Items for Library and Mass Communication Department Karimganj

Sl.No	Items	Description	Unit price	GST	Total Rs
1	Chair				
2	Chair				
3	Stabilizer				
4	AC Wall Brackets				

**Sd/- Dr. Nibedita Nath
Principal i/c
Rabindrasadan Girls' College**

Declaration

I..... Son/Daughter of Shri
..... Proprietor / Partner/ Director/ Authorized
Signatory of and
competent to sign this declaration and execute this tender document.

I have carefully read and understood all the terms and conditions of the tender and hereby convey my acceptance of the same.

The information/ document furnished along with the above application are true and authentic to the best of my knowledge and belief. I/We am/are well aware of the fact that furnishing of any false information/ fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

Date: Signature of authorized person.

Place: Full Name:

Company's seal

N.B. The above declaration, duly signed and sealed by the authorized signatory of the company should be enclosed with the tender.