



चौधरी रणबीर सिंह विश्वविद्यालय, जींद

Chaudhary Ranbir Singh University, Jind

(A Haryana state Government University)

(Established by the State Legislature Act 28 of 2014 and
recognized U/S 2(f) & 12-B by UGC Act 1956)

Invitation for Sealed Quotations for Annual rate contract for repair of chairs at CRSU, Jind.

CRSU/Const./2025/148

Date: 20.08.2025

To

All Interested Bidders/Firms

Subject: Invitation for Sealed Quotations for Annual rate contract for repair of chairs at CRSU, Jind.

Dear Sir/Madam,

You are invited to submit your most competitive quotation for the following items with the following terms and conditions:-

Sr. No.	Brief Description of the items	Unit	Quantity	Unit Rate To be quoted including taxes etc. (In Rs.)
1	Replacement of Upholstry (seat or Back) with approved fiber cloth – Visitor Chair	Each	As and when required	
2	Replacement of Upholstry (seat or Back) with approved leatherette – Visitor Chair	Each		
3	Replacement of Upholstry (seat or Back) with approved fiber cloth – Executive Chair	Each		
4	Replacement of Upholstry (seat or Back) with approved leatherette – Executive Chair	Each		
5	Replacement of Armrest of Chair – Visitor Chairs	Each		
6	Replacement of Armrest – Executive Chair	Each		
7	Replacement of hydraulic system in small revolving chair	Each		

8	Replacement of hydraulic system in Executive revolving chair	Each	As and when required	
9	Replacement of wheels in chair	Each		
10	Polishing of Wooden Chairs as per approved color	Each		
11	Replacement of PVC/HDPE shoe in chairs	Each		
12	Replacement of chair wheel base with Stainless steel base.	Each		
13	Canning of wooden chairs (seat or Back)	Each		

Note:

- (i) The agency/firm shall quote the rate **including GST, Freight & other taxes etc.**
- (ii) As per comparative statement the bidder shall be considered lowest on the composite basis i.e. overall cost of items to be supplied.
- (iii) The varieties of chairs are available in the University. Hence, standard and common repair items have been taken in the above table. These items will be applicable for repairing of all type of Chairs.

Terms & Conditions:-

1. QUOTATION SIGNING:-

The quotations must be signed by authorized signatory of the bidding firm/company on each page, along **with seal of the firm/company, as the** case may be.

2. Conditional Quotation:-

Conditional quotations are not acceptable. Hence, the supplier is advised neither to alter the specifications nor to mention anything on the quotation form, except cost, signature with seal, otherwise quotation will not be considered.

3. Delivery Destination:-

The quotations should be quoted as FOR CRSU, Jind. The transit insurance and freight charges etc., if any, needs to be mentioned separately of the basic/ex-works price of the quoted item.

4. Delivery Acceptance:-

The work will be handed over to the Construction Branch, CRSU, Jind. However, the work will be deemed accepted subject to the approval by the inspection committee of CRSU, Jind in case of rejection of the consignment, the supplier/contractor should immediately remove the consignment from the university premises, failing which it will remain there at the risk and responsibility of the supplier and University will not be responsible for any kind of liability in this regard.

5. Delivery Period Extension:-

The supply/work order(s) shall be executed within the time specified in this regard. However, in case of force Majeure/reasons beyond control of the supplier, he may make a written request to the Vice Chancellor for grant of extension for delivery period. The written request in this regard should clearly spell out such reason. The Vice Chancellor, if he is satisfied with such reasons and further that he requested extension will not be detrimental to the interests of the university, may grant extension for a reasonable period for delivery of the goods. The supplier would be required to indemnify the University against any loss on account of downfall of the price during the extended period.

6. Penalty for delayed supply/work:-

In the event of the delayed supply/work, if accepted, the Registrar will be competent to impose penalty @ 1% per day of the purchase/work order, provided that the entire amount of penalty shall not exceed 10% of the total amount of purchase order. The supply/work will be deemed to be completed on the day when 100 % supply/work is handed over to the indenter (in case of supply in installments) and its installation is done. An appeal against these orders shall, however, lie to the Vice Chancellor whose decision shall be final.

7. Rejection of incomplete Quotations:-

Incomplete quotations such as unsigned quotations, late submitted quotation, conditional quotation, quotation not confirming to the eligibility criteria and Technical specification or with any vague term such as 'Extra as applicable', will be considered as rejected.

8. Quantity Variation:-

The quantity shall be subject to increase or decrease as the case may be.

9. Taxation:-

GST /Custom duty etc. indicating the rate of taxes, should be quoted independent of the ex-works price of the item and it will be paid as applicable under Government rules, if so quoted by the Supplier in the quotation, subject to the certificate in the bill as follows. "Certified that the GST/Custom duty charged in this bill is leviable under Government Rules". In the absence of any indication to taxation by the supplier, it is to be assumed that the price includes tax elements and no claim for the taxes or statutory variations thereon should be entertained after opening of quotation. However, wherever exemption from GST/custom duty is applicable, the University will provide the exemption certificate; along with supply/work order itself. In case of imported goods the custom clearance is to be arranged by the supplier at his own level Charges, if any, in this regard, however, need to be mentioned accordingly in the quotation itself. University will provide necessary documents for this purpose. In case the quotation is silent with regard to taxation and clearance charges etc, no such charges will be paid by the University.

10. Right to Bid rejection:-

The University reserves the right to reject any or all offers at any stage without assigning any reason.

11. Packaging of Consignment:-

The material should be packed in a strong case so as to avoid any damage, theft or pilferage in the transit, in which case the responsibility shall be that of the supplier.

12. Performance Warranty:-

The successful bidders will be required to submit a performance warranty in the form of bank guarantee equal to 10% of the purchase order for the warranty period of the equipments/goods/work above Rs. 5,00,000/- from the date of successful installation/work completion. After receiving the 10% PBG, the EMD, if any, will be released/ returned to the firm by the intender of the department/office of university through Account Branch.

13. Payment:

The payment will be made within 30 working days of the successful handover & its inspection and further after the on-site training imparted, if it is the requirement of the quotation.

14. Currency:-

The rates are quoted in Indian Rupee (INR). However, in case of imported item it may be quoted in foreign currency where in the date of opening of quotation will be taken as the conversion date for bid evaluation and comparison purpose.

15. Schedule:-

The quotation floating date is **20.08.2025**. The sealed quotation should reach in the office of **Registrar, Chaudhary Ranbir Singh University, Jind-126102** on or before **10.09.2025 up to 05:00 P.M.** The Interested bidder/firm may write clearly in capital letters on envelope **“QUOTATION for “Annual rate contract for repair of chairs ”**. The quotation will be opened on **15.09.2025 at 03:00 P.M.** in the Construction Branch, Chaudhary Ranbir Singh University, Jind in the presence of the Committee members. Interested bidder/firms and his/her authorized representatives can present during opening of quotations. Quotation received after last date shall not be considered. Any type of delay like postage delay etc. shall not be considered by the University.

16. Electricity:-

Electricity for the work will be provided by the University, rates to be quoted accordingly. The agency has to make its own arrangement to connect from the source provided by the University.

17. Site clearance:-

The manufacturer firm/supplier/agency has to clear all the malba/debris from the site before the handover of the order/work.

18. Arbitration:-

In case of any dispute both the parties will be bounded by the decision of the Vice Chancellor, CRSU, Jind as the arbitrator.

19. Jurisdiction: - All disputes shall be subject to Jind jurisdiction.



**SDO (Civil)
CRSU, Jind**

All the terms & conditions of quotation have been read and I/We certify that I/We clearly understand the same and undertake for its compliance

Place:_____

Dated:_____

**Signature of authorized representative
of the bidding firm/company with seal.**

(Affix Rubber Stamp of the firm)