



Chaudhary Ranbir Singh University, Jind
(Established by the State Legislature Act 28 of 2014)
(Recognized u/s 12-B & 2(f) by UGC Act 1956)
Department of Music & Dance



Invitation for Sealed Quotations for purchase of Musical Instruments
CRSU/M&D/2025 1107

Date: 25.08.2025

To

All Interested Bidders/Firms

Subject: Invitation of quotation(s).

Dear Sir/Madam

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

Sr. No	Name of item	Description	Quantity	Quoted Rates for each item including FOR
1	Harmonium (Professional)	For purchase	01	
2	Tanpura	For purchase	03	

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 firms.

4. Delivery Period:- The supply is to be made within 10 days of the date of dispatch of the supply order.

5. 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. The interested firms are required to quote rates for each and every item to be purchased by the University.

6. Quantity Variation:- The quantity shall be subject to increase or decrease as the case may be.

7. Manual/literature:-

The detailed literature/catalogue of the quoted instrument and its accessories should also be attached with the quotation. The specifications claimed by the firm should be clearly mentioned in the literature/catalogue also. Its manual should also be supplied with the equipment.

8. Taxation:-

[Handwritten signatures and marks]

The firms on the quotation have to clearly mention that GST included or excluded.

9. Right to Bid rejection:-

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 livable under Government Rules". In the absence of any indication to taxation by the supplier, it is assumed that the price quoted includes tax elements and no claim for 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 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. Payment:-

The payment will be made within 30 working days of the successful delivery and its inspection.

11. Currency:-

The rates be 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.

17. Schedule:-

The quotation floating date is **25/08/2025**. The sealed quotation should reach in the office of **Registrar, Chaudhary Ranbir Singh University, Jind-126102** on or before **28/08/2025 up to 05:00 P.M.** The Interested bidder/firm may write clearly in capital letters on envelope **"QUOTATION FOR PURCHASE OF MUSICAL INSTRUMENTS"**. The quotation will be opened on **11/09/2025 at 10:00 AM** in the office of the Chairperson, Dept. of Music & Dance, Chaudhary Ranbir Singh University, Jind in the presence of the Purchase Committee. 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.

**Chairperson
Dept. of Music & Dance**

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)**

