



S.N.D.T. WOMEN'S UNIVERSITY PUNE HOSTEL

Maharshi Karve Vidyavihar, Karve Road, Pune 411038

NAAC ACCREDITED

Ref.: SNDT.HOSTEL ,PUNE/2024-25/241

Date: 08/01/ 2025

Subject: - Request for quotation Single Door Cupboard with Mirror 2 Ft x 6 ft.

Respected Sir/Madam,

The Institute wish to purchase Single Door Cupboard with Mirror 2 Ft x 6 ft.

Name of Item	Single Door Cupboard with Mirror 2 Ft x 6 ft.
Venue of Submission	In-charge, Girls Hostel, SNDT Women's University, Maharshi Karve Vidyavihar, Karve Road, Pune 411038
To be Addressed to	In-charge, Girls Hostel, SNDT Women's University, Maharshi Karve Vidyavihar, Karve Road, Pune 411038
Contact No.	020-25433146/25432297
Deadline of Submission	18 Jan 2025
Quantity and Technical Specification	01) Material Steel, 2) No. of Door -1 Door 3) 4 -Shelves . 4) Lockable Storage -with locker.. 5) Mirror Included - with Mirror 6) Finish Type Type -Polished 7) Door Type Hinged Door. 8) Accessories -Multi Functional Storage Box. 9) No .of Drawers 1 Drawers. 10) Mount Type Fee Standing .11) Appearance- Traditional .12) Sustainability -non Corrosive. 13) Maintenance Dry Wet Heavy. 14) Color Silver Use Hostel . 02) All transport include

Sr. No.	Description of Material	No. of Unit	Rate Per Unit	Applicable Taxes	Total Price
01	Request for quotation Single Door Cupboard with Mirror 2 Ft x 6 ft.	15			

Instructions: *Dates mentioned here, are scheduled dates for the University Activities. Any changes in dates of submission and processing shall be notified in 'Tenders/Quotations' section on the University website (sndt.ac.in) below the respective quotation.

To view Quotation Notice, kindly visit following website of **SNDT Women's University, Mumbai:** sndt.ac.in

Quotations should clearly mention all Technical Specifications mentioned in this document.

The quotations are invited in two parts under Three Envelop System. Technical/Specifications envelop shall be closed and sealed in envelop No. 1. Schedule of Rates shall be filled in and enclosed in Envelop No. 2. Bothe sealed envelopes shall be kept in Envelop No. 3. Which shall be big enough to contain two envelops. On each envelop name and address along with contact number of tenderer / Bidder shall be written in block letters. On the top of the envelop name of the tenderer / Bidder should be mentioned.



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Procedure for submission of quotation:

Tender / Quotation shall be opened in the presences of tenderers / bidders who wish to be present and officers of SNTD Women's University, Pune. Sealed Tender / Quotation No. 3 shall be opened first. It must contain two Envelopes – Envelop No. 1 & 2. Envelop No. 1 is technical tender / quotation which will be opened first and if it contains all the papers required then only the Envelop No. 2 containing the schedule of rates shall be opened. If it is found that all the papers are kept together in the single envelop ignoring the instructions given above, the tender / quotation may be rejected forthwith.

Envelop No. 1:

1. Services / Experience Certificate
2. Detailed information about Institution (Agency), name of proprietor, telephone no. in case of partnership firm – name and address of partners and copy of Partnership deed.
3. Certified copy of GST Registration
4. Pan Card No of the Bidder Company / Firm
5. Certified copy of Annual Audited Accounts for three years dully signed by the Chartered Accountant should be enclosed.

General Conditions:

1. The rate must be inclusive of all charges. Taxes are to be mentioned clearly in the quotation.
2. Authorization letter from the manufacture, authorized dealer, any other (to be specified)
3. Once a contact rate is arrived at, the same shall remain from and shall not be subject to escalation what so ever reason during the performance of the contract.
4. The vendor should adhare with all seriousness to the time schedule provided by the S.NDT Hostel Pune (Viloo Poonawalla Girls Hostel Building Pune.
5. Payment will be made within 15 days after successful installation. No advance will be paid TDS will be deducted as per rules.
6. **Free Delivery:** At the Materials of S.NDT Hostel Pune (Viloo Poonawalla Girls Hostel Building Pune .411038 on working days between 10.30 am to 4.30 pm.
7. **Penalty:** Will be levied to the maximum 10% if the the contract value for the delay in supply of the materials or delivery in the service as per the rules prescribed in the Maharashtra Universities Act. 2016 and the Maharashtra Universities Accounts Code.
8. The rate validity will be upto 45 days from the date of submission deadline.
9. All necessary documents to be handed over to be concerned department.
10. Packing and Transport charges, transit insurance will be inclusive in the quoted rate.

Thank you,

Yours faithfully


(Dr. Sheetal More)

Hostel-in-charge
SNTD Women's Univ. Hostel, Pune-38