

**TENDER DOCUMENT****RATE CONTRACT FOR SUPPLY OF FURNITURE/CARPENTER  
ITEMS**

Key Details for the tender

<b>Document Download Start Date</b>	03.12.2022, 9.00 PM
<b>Document Download End Date and Time</b>	16.12.2022 at 4.00 PM
<b>Last Date and Time for receipts/uploading of Bids</b>	16.12.2022 up to 5.00 PM
<b>Date and Time of Opening of Bids</b>	17.12.2022 at 4.30 PM

The tender forms and other details conditions can be seen from the website:  
<http://www.hpnl.ac.in/>

No. HPNLU/Adv./Tenders/2022-23/17

Dated:01.12.2022

**“NOTICE INVITING TENDER FOR SUPPLY OF FURNITURE/CARPENTER ITEMS TO HIMACHAL PRADESH NATIONAL LAW UNIVERSITY ON RATE CONTRACT BASIS ”**

**Himachal Pradesh National Law University, Ghandal, Distt.Shimla** invites bids from reputed, experienced and financially sound Companies/Firms/Agencies engaged for supply of Furniture/Carpenter items in Himachal Pradesh and having its office in Himachal Pradesh with distance in 100 kms from the university . The quantum of requirement may vary during the period of contract. Those who are in the similar business of running the shop for the minimum three years or those dealers if any providing the same service to Central/State Govt. or autonomous bodies may send their bids both Technical and Commercial in sealed envelopes.

The interested Companies/Firms/Agencies may send their bid complete in all respect along with Tender Fee of Rs. 2,000/- and Earnest Money Deposit (EMD) of Rs. 10,000/- in the form of Demand Draft issued in favour of The Registrar , Himachal Pradesh National Law University, Shimla , drawn on any scheduled bank payable at Shimla and other requisite documents to the undersigned duly superscripted “*Bid for Tender No HPNLU/Adv./Tenders/2022-23/17*” on or before 16.12.2022. The bids received after this deadline shall not be entertained under any circumstances whatsoever. In case of postal delay **Himachal Pradesh National Law University, Ghandal, Distt.Shimla** will not be responsible.

**NOTE : The EMD and Tender Fee draft should be put in the envelope containing Technical Bid failing which the tender shall be rejected forthwith.**

The sealed envelopes are to be sent through registered/speed post addressed to The Registrar, Himachal Pradesh National Law University, Ghandal, Distt. Shimla - 171014. Bids sent by COURIER will not be entertained.

Bids will be opened on 17.12.2022. in the presence of bidders or their authorized representatives who wish to participate in the bidding process. If the opening date happens to be a closed day/holiday, the tender will be opened on the next working day.

Any future clarification(s) and / or corrigendum(s) shall be communicated by the **The Registrar, Himachal Pradesh National Law University, Ghandal, Distt. Shimla** through the website, [www.hpnlulaw.ac.in](http://www.hpnlulaw.ac.in)

**Himachal Pradesh National Law University, Ghandal, Distt. Shimla** reserves the right to amend or withdraw any of the terms and conditions contained in the Tender Document or to reject any or all tenders without giving any notice or assigning any reason. The decision of the **The Registrar, Himachal Pradesh National Law University, Ghandal, Distt. Shimla** in this regard shall be final.

**Registrar  
HPNLU, Shimla**

## **GENERAL INSTRUCTIONS TO THE BIDDER**

1. The tender is "Two Bid" document. The technical bid should contain all the relevant information and desired enclosures in the prescribed format along with Tender Fee & Earnest Money Deposit (EMD). The financial bid should contain only commercial document. In case, any bidder encloses the financial bid within technical bid, the same shall be rejected summarily.

2. The Technical bid must accompany with the tender fee of Rs. 2,000/- in form of Demand Draft in favour of **The Registrar , Himachal Pradesh National Law University, Shimla**. The tender document fee is non-refundable, non-adjustable and non-transferable and is payable through a demand draft on any scheduled bank drawn in favour of the "**The Registrar , Himachal Pradesh National Law University, Shimla.**" payable at Shimla.

3. The Tenders should be **typewritten** but there should not be any overwriting or cutting. Correction, if any, shall be made by neatly crossing out, initialling, dating and rewriting. **The name and signature of bidder's authorized person should appear on each page of the application. All pages of the tender document shall be numbered and submitted as a package along with forwarding letter on agency's letterhead.**

4. The Contracts concluded as a result of this Tender Inquiry shall be governed by the 'Terms & Conditions' and other relevant instructions as contained in this Tender Document.

5. The prices/rates quoted should be indicated in words as well as in figures. In case of any discrepancy, lower amount/rates shall be considered as valid.

6. Bidders are requested to quote their prices on a firm & fixed basis for the entire period of the Contract. Bids of the firms received with prices quoted on variable basis shall be rejected without assigning any reasons and no communication in this regard shall be made.

7. Quotations qualified by such vague and indefinite expressions such as "subject to prior confirmation", "subject to immediate acceptance" etc. will be treated as vague offers and rejected accordingly. Any conditional tender shall be rejected summarily.

8. Bidders are requested to enclose a copy of their valid certificate of PAN No., GST No. or any other document as requested by the university with their tender.

9. Tenders received without Tender Fee and EMD amount by way of demand draft in favour of **The Registrar , Himachal Pradesh National Law University, Shimla**. will not be considered at all and shall be summarily rejected.

10. Refund of Earnest Money Deposit: The EMD submitted by unsuccessful bidders shall be returned to them without any interest whatsoever, within 15 to 90 days after conclusion of the contract with successful bidder. The EMD submitted by successful bidders shall be returned to them after the successful bidder deposits the performance security according to conditions stipulated in the bid document.

11. Bidders may note that if the date of tender opening given in this Tender Document is declared to be a Gazetted holiday, the tender shall be opened on the next working day at the same timing. In such an event the closing hours for receipt of tenders in Himachal Pradesh National Law University, Ghandal, Distt. Shimla will stand automatically extended up to 15.00 hours of the next working day in the Government offices.

12. Late/delayed tenders received in **Himachal Pradesh National Law University , Shimla** due to any reason whatsoever will not be accepted under any circumstances.

13. At any time prior to date of submission of tender, Tender Inviting Authority may, for any reason, or decision, modify the terms & conditions of the tender document by a corrigendum displayed on the website

of **Himachal Pradesh National Law University , Shimla**. In order to provide reasonable time to take the amendment into account in preparing their bid, Tender Inviting Authority may or may not, at his discretion, extend the date and time for submission of tenders.

14. Tendering firms are at liberty to be present or authorize a representative to be present at the opening of the tender at the time and date as specified in the Schedule. **The name and address of the representative authorized to attend the opening of the tender on behalf of a tendering firm should be indicated in the tender. The representative so deputed should also bring with him a letter of authority from the firm for having been authorized to be present at the time of opening of tender. Only one representative per firm shall be permitted to attend the opening of the tender.** The name and address of permanent representative of the firm, if any, should also be indicated in the tender.

#### **15. DOCUMENTS COMPRISING THE BID:**

The bids prepared by the bidder shall comprise of (1) The Technical Bid and (2) Financial Bid:

**TECHNICAL BID:** - To qualify in the Technical bid the firm should have the minimum eligibility criteria as under and the firm in this regard must submit the following documents in support of their eligibility criteria -

- (a) Duly filled format of Technical Bid as per **Annexure "1"**.
- (b) Copy of constitution or legal status of the sole proprietorship/ firm/agency etc.
- (c) Financial status: - The average annual turnover in similar jobs, of the firm should not be less than 10 Lakhs in the last three years. Copies of profit & loss account and balance sheets duly authenticated by a Chartered Accountant for the last three years should be closed.
- (d) The technical bid should be accompanied by Demand draft of Rs. 2,000/- (non- refundable) against tender fee and Demand Draft of Rs. 10,000/- (refundable) for EMD/bid security.
- (e) Copy of Income Tax Return Filed Acknowledgements for last Three years.
- (f) Copy of PAN Card.
- (g) Copy of GST registration certificate mandatory.
- (h) The bidder must have a running shop for three years or in similar business of supply in Govt. institutions/PSU's/Autonomous Body. Necessary supporting documents like registration of shop, work orders, work completion certificate etc. for last three years to this effect must be submitted along with the offer.
- (i) Broachers, original technical catalogue with detailed specification and picture of the product offered.
- (j) The bidder must submit an affidavit duly certified by the notary at the location of the Agencies/Head quarters that the bidder has never been black listed or punished by any court for any criminal offence/breach of contract and that no police/vigilance enquiry/criminal case is pending.
- (k) All the materials must be in good quality and ISI standard.

**FINANCIAL BID:** - The financial bid shall contain:

- (a) Price Bid Form [as per **Annexure - 2**]

#### **16. SUBMISSION OF BIDS**

**SEALING AND MARKING OF BIDS:** The bidder shall wax seal the EMD, the Technical Bid and the Financial Bid in separate envelopes and keep them in a bigger wax sealed envelope. The envelope containing the EMD shall bear the name "EMD for Tender No.....". The envelope containing the Technical Bid shall bear the name "TECHNICAL BID for Tender No.....". The envelope

containing the Financial Bid shall bear the name "FINANCIAL BID for Tender No ....." on the envelope for avoiding any mismatch.

The bigger envelope containing EMD, technical bid and financial bid in separate envelopes shall be:

(a) Addressed at the following address:

**The Registrar, Himachal Pradesh National University , Ghandal , District Shimla , Himachal Pradesh (171014) .**

(b) All the envelopes shall bear the Tender name, the tender number and the words 'DO NOT OPEN BEFORE' (due date & time).

(c) The envelopes shall indicate the name and address of the bidders to enable the bid to be returned unopened in case it is declared 'late' or rejected.

(d) Bids shall be delivered in person or shall be sent by Registered/Speed Post. **Bids sent by courier will not be entertained.** The Purchaser shall not be responsible if the bids are delivered elsewhere.

**16. Venue of Tender Opening:** Tender will be opened in the office of **The Registrar , Himachal Pradesh National law University, Ghandal, Distt Shimla** on the due date. If due to administrative reason, the venue/ time of bid opening is changed, it will be displayed prominently on the notice board of the office of The Registrar, Himachal Pradesh National BIDPRICES:

The bidder shall give the total composite price inclusive of all levies and taxes (inclusive of taxes) as per price schedule given in Annexure-2. The offer shall be firm and in Indian Rupees only. No foreign exchange will be made available by the university.

The prices quoted by the bidder shall remain fixed during the entire period of contract and shall not be subject to variation on any account. A bid submitted with an adjustable price quotation will be treated as non-responsive and rejected.

#### **17. TECHNICAL EVALUATION:**

Detailed technical evaluation shall be carried out by Technical Evaluation Committee pursuant to conditions in the tender document to determine the substantial responsiveness of each tender. For this clause, the substantially responsive bid is one that conforms to all the eligibility and terms and condition of the tender without any material deviation. The University determination of bid's responsiveness is to be based on the contents of the bid itself without recourse to extrinsic evidence. The Institute shall evaluate the technical bids also to determine whether they are complete, whether required sureties have been furnished, whether the documents have been properly signed and whether the bids are in order.

The technical evaluation committee may call the responsive bidders for discussion or presentation to facilitate and assess their understanding of the scope of work and its execution. However, the committee shall have sole discretion to call for discussion/presentation.

Financial bids of only those bidders who qualify the technical criteria will be opened, provided all other requirements are fulfilled.

A bid determined as substantially non-responsive will be rejected by the University and shall not subsequent to the bid opening be made responsive by the bidder by correction of then on conformity.

The Himachal Pradesh National law University shall have right to accept or reject any or all tenders without assigning any reasons thereof.

#### **18. FINANCIAL EVALUATION:**

The financial bid shall be opened of only those bidders who have been found to be technically eligible as enumerated under clause 17. The financial bids shall be opened in presence of representatives of

technically eligible bidders, who may like to be present. The University shall inform the date, place and time for opening of financial bid.

The Financial Bids of unsuccessful bidders would not be opened and destroyed.

The rates must be quoted per job basis. Agency shall include in its price all taxes and other costs while quoting for the tender, in "Annexure-2: Price Bid" to be kept in Envelop No. 2. Income Tax and GST TDS will be deducted at source from the bills as applicable. The Agency needs to furnish its PAN number.

Arithmetical errors shall be rectified on the following basis. If there is a discrepancy between the unit price and total price that is, the unit price shall prevail and the total price shall be corrected by the university. If there is a discrepancy between words and figures, the lesser amount shall be considered as valid. If the Supplier does not accept the correction of the errors, his bid shall be rejected.

The evaluation and comparison of responsive bids shall be done on the price offered inclusive of Levies & all Taxes. as indicated in the Price Schedule in Annexure-"2" of the Bid Document.

The Himachal Pradesh National Law University, Ghandal, Distt Shimla does not bind himself to accept the lowest bid or any bid and reserves the right of accepting the whole or any part of the bid or portion of the job offered; and the bidder shall provide the same at the rates quoted. The Himachal Pradesh National Law University, Ghandal, Distt. Shimla reserves the right to reject any or all offers received in response to tender or cancel or withdraw the tender notice without assigning any reason, whatsoever.

## **19 AWARD OF CONTRACT: PLACEMENT OF ORDER**

The Himachal Pradesh National Law University shall consider placement of orders for jobs on those bidders whose offers have been found technically, commercially and financially acceptable. The Himachal Pradesh National Law University reserves the right to counter offer price(s) against price(s) quoted by any bidder.

## **20. PERFORMANCE BANK GUARANTEE & EXECUTION OF CONTRACT:**

Firm whose offer is accepted will have to furnish Performance Bank Guarantee of an amount equal to 10% (overall including the earnest money) of the value of contract, in favour of **The Registrar, Himachal Pradesh National Law University, Ghandal, Distt. Shimla** issued by any scheduled bank.

The performance Bank Guarantee submitted should be valid for contract period. total amount of the performance guarantee also includes the earnest amount while calculating the total limit of the performance guarantee.

The Performance Bank Guarantee shall be refunded within 30 days after completion of the contract as per order, or after the expiry of contract on satisfactory completion of the same whichever is later.

No interest will be paid on Performance Bank Guarantee/ EMD. In case of breach of any terms and conditions of the contract or on unsatisfactory performance, the security deposit shall be liable forfeited by **The Registrar, Himachal Pradesh National Law University, Ghandal, Distt. Shimla** and his decision shall be final.

## **TERMS & CONDITIONS OF CONTRACT**

1. The bidders are expected to read carefully all the terms and conditions of the tender documents and their submission will be taken as consent to abide.

2. If the bidder gives deliberately wrong information to create conditions for acceptance of the tender, **Himachal Pradesh National Law University, Shimla**, reserves the right to reject such tenders without assigning any reason. Not more than one tender will be submitted by one bidder for the same work. Legal action will be taken for furnishing wrong information.

3. **Manner of Submission of Tender:** The bidding should be done on two bid method viz

1) Technical Bid & 2) Commercial / Price Bid. The bidders should ensure that the Technical bid complete in all respect and containing the required enclosures (attested Photocopy) is sealed in a separate envelop and the commercial bid sealed in a separate envelop & both the sealed envelopes are kept and sealed in a suitable size of envelop. All envelop will be address to **The Registrar, Himachal Pradesh National Law**

**University , Shimla.** The Sealed Technical bid Envelop of all bidders will be opened first. Only the Commercial bids of those who have furnished all the valid documents will be opened.

4. **Language:** The language of the Tender shall be in English.

5. **Documents to Accompany Tender:** The Bidder shall submit the Documents mentioned in the clause 15 of General Instructions to the Tender.

6. **Earnest Money Deposit:** Each Tender must be accompanied with “Earnest Money Deposit” in the form of Demand Draft, as mentioned in the Notice Inviting Tender.

7. **Forfeiture of Earnest Money:-**

a. If the Bidders withdraw their Bids after opening of the same or the successful bidders withdraw their Bids after approval of their rates.

b. If the successful bidders fails supply or refused either partial or total offer(Acceptance) made by **The Registrar, Himachal Pradesh National Law University , Shimla.**

8.**Return of Earnest Money :-**

After finalization of the Tender, the deposited Earnest Money will be returned back to the unsuccessful bidders.

9.**Deposition of performance Security Money:-**The Selected bidders must deposit the requisite amount of **performance Security Money** (10% of the approximates value of accepted items) within the stipulated date specified in the acceptance letter. The approved firm shall deposit the Security Money in the form of Demand Draft/Bank Guarantee payable at Shimla duly pledged in favour of **The Registrar, Himachal Pradesh National Law University , Shimla.**

10. **Forfeiture of Security Money:-**

a. In the event of failure to supply or maintain the goods/articles/equipment / instruments as per Work Order within the stipulated period, the security deposit may be forfeited.

b. In that event, supply of the said material may be taken from the next lowest bidder vide the same Work Order at contractors risk and cost without any farther reference, so that the loss incurred would be recoverable from the Security Deposit of the said contractor or from any sum due of which may become due to the contractors.

c. If any material is damaged by the approved firm, cost of the same will be deducted from the deposited Security money of the contractor.

11. **Refund of Security Deposit** - After successful completion of contract period and period of maintenance Security Deposit will be refunded within the six months if not extended for further period.

12. **Submission of Documents:-**

a. Each Tender must accompany attested photocopy of Pan Card, Trade License, Sales Tax Clearance Certificate / GST Registration Certificate, and Experience Certificate.

b. The bidder must submit attested photocopy of Income Tax and Goods and Service tax returns for last one years before the opening of the tender .

c. In case of SSI unit, current SSI certificate must be deposited by the bidder along with his Tender which is issued in favour of the bidder for this type of jobs.

d. In case of Co-operative Society Limited, Companies etc. this type of jobs must be included in the object of their By-laws or MoA as the case maybe.

13. **Submission of the Tender:-**

a. Bidder at their own cost shall have to submit Tender at the office of The Registrar, Himachal Pradesh National Law University , Shimla within the schedule date and time as mentioned in the Tender Notification No. **HPNLU/Adv./Tenders/2022-23/17 DATED 15.12.2022**

b. The said sealed documental bids will be opened by the Tender Committee in presence of the Bidders or representative of the Bidders who may be present in the opening date &time.

14. **Rates:-**

a. Rates should be clearly quoted in both in figures and words in respect of each item. Rate should be quoted inclusive of GST, transport/loading/unloading/insurance etc. Rates should be F.O.R. The Tenderor shall quote for all the items whose rates are asked and not leave any blanks; all taxes including GST shall be borne by the contractor

b. **Rate should be quoted for all items in details as described in the tender schedule otherwise tender will be rejected.**

15. In the event of the tender being submitted by a firm, it must be signed separately by each member thereof, or in the event of absence of any partners, it must be signed on his behalf by a person holding "Power of Attorney" authorizing him to do so. Such "Power of Attorney" is to be produced with the Tender and in the case of the firm, carried on by one member of Joint Family, it must be disclosed that the firm is duly registered under the 'Indian Partnership Act'.

16. Necessary proof as to the financial status of the individual and firm tendering is to be attested and submitted.

17. Tender Form with all relevant papers in details shall be essential part of the bid.

18. Before submission of the Tender, Bidder shall sign each page of his Tender and all of its relevant papers with date. The additional alternative and or subtractive clause (if any) shall also to be signed by the Bidder.

19. Work has to be carried out in consultation with the Assistant Engineer of HPNLU, Shimla or as authorized by HPNLU, Shimla

20. **Delivery Period: 03 days from the date of issue of work order/supply order. Himachal Pradesh National law University , Shimla reserves the right to place one or more supply order for the quantity mentioned against each item in price bid depending upon the requirement.**

21. **Payment: 100% Payment will be made by accounts department after delivery of goods against each order on submission of invoices in triplicate along with inspection report, original copy of work order/supply order , warranty certificate and receipt voucher of stores. No payment will be made for goods rejected at the site on testing.**

22. **Warranty: - The goods supplied by result of this contract/supply order shall be of the best quality and workmanship and new in all respects and shall be strictly in accordance with the specifications and particulars contained /mentioned against each item in the tender document/supply order. The seller guarantees that the said goods would continue to confirm to the description and quality aforesaid for a period of 12 months from the date of delivery/installation of the said goods/stores/articles/furniture to the buyer or 15 months from the date of shipment/dispatch from the sellers work, whichever is earlier.**

23. **Disputes:-**In the event of any dispute or disagreement arising between the contractors and any other department of **Himachal Pradesh National law University, Shimla** with regards to the interpretation of "Terms & Conditions" stipulated herein or in the contract done, the same shall be referred to the **Registrar, Himachal Pradesh National law University, Shimla** whose decision will be final and binding upon the contractor.

24. Rate must be valid for a period of mentioned period of the contract, which, if the University authority desires, may be extended for further period issuing proper notification.

25. **Himachal Pradesh National law University, Shimla** reserves all rights to accept or reject any Tender without showing any reason.

26. Samples should be produced of the bidders as per the required purchase order timely before delivery of the goods to the university.

27. Regarding Supply of materials, Abnormal Low Rate or Abnormal High Rates (in comparison to the market Rate) will not be considered.

28. Submission of the Tender by a bidder shall be taken to signify his acceptance of the above terms and conditions. Alterations, overwriting or erasures of any terms and conditions are not permitted.

29. Canvassing in any form is strictly prohibited and the bidders who are found canvassing are liable to have their tenders rejected outrightly.



30. The items (wherever applicable) shall be supplied in original packing from the suppliers clearly indicating quality no., name of company, manufacturing date & Price. The supply shall be completed as prescribed in Purchase Order.

31. The contract is for a period from the December 2022 to March 2023.

**TECHNICAL BID FORMAT ANNEXURE - "1"**

1	Name of the firm/company/proprietary concern registered	
2	Copy of constitution or legal status of the sole proprietorship/ firm/agency etc.	
3	Address of registered office	
4	Address proof of the office with in 100 kms from the university	
5	Telephone Nos./Fax/E-mail	
6	Specify your firm/company is a manufacturer/ authorised dealer/ distributor/ Agency	
7	Earnest Deposits money (EMD) Yes/No	
8	EMD Details DD/Bank Guarantee No. Dated Drawn on Bank Amount- (Rupees..... ) (Attach certified copy of statement of A/c for the last years) Telephone Number of Banker	
9	PAN No. (Attach attested copy)	
10	GST Reg. No. Mandatory (Attach attested copy)	
11	Proof of financial status in form of audited balance sheet for the last three financial years. Average annual turnover must be at least Rs. 10 Lakhs Only.	
12	Copy of Income Tax Return Filed Acknowledgements for last Three years.	
13	<b>Original Technical Catalogue</b> of the quoted model (enclose) (If applicable)	
14	Whether rates are quoted as per format mentioned in the Bidding Document or not.	
15	Whether rates quoted are inclusive of all taxes or not.	

16	Have you previously supplied these items to any government / private organization? If yes, attach the relevant poof.	
17	The bidder must have a running shop for three years or in similar business of supply in Govt. institutions/PSU's/Autonomous Body. Necessary supporting documents like registration of shop, work orders, work completion certificate etc. for last three years to this effect must be submitted along with the offer.	
18	Enclose an affidavit duly certified by(enclosed/Not enclosed) the notary at the location of the Agencies/Head quarters that the bidder has never been black listed or punished by any court for any criminal offence/breach of contract and that no police/vigilance enquiry/criminal case is pending.	

**(Signature of AuthorisedPerson)**

**(Name)**

**(Designation)**

**Name of Firm/Company/Agency**

**ContactDetails**

## **ANNEXURE “2”**

### **PRICE BID FORM**

To,  
The Registrar,  
Himachal Pradesh National Law University,  
Ghandal, Distt.Shimla  
Himachal Pradesh, (171014)

Dear Sir,

1. I/We .....submitted the bid for Tender No. HPNLU/Tender/ / 2022-23/ dated ..... for “supply of Furniture/Carpenter Items” of HPNLU, shimla.
2. I/We thoroughly examined and understood instructions to tenders, scope of work, terms & conditions of contract given in the tender document and those contained appendix of Terms & Conditions of contract and agree to abide by them.
3. I/We hereby offer to supply at the following rates. I/We undertake that I/We are not entitled to claim any enhancement of rates on any account during the tenure of the contract.
4. Below rates should be inclusive of Transportation/loading/unloading/Insurance etc.
5. The quantity may vary as per the usage . The items in which brand not mentioned should be of good quality otherwise it should be rejected . Every items before procurement should be checked properly.
6. The samples of the unbranded items should be seen at the store of the **HIMACHAL PRADESH NATIONAL LAW UNIVERSITY** .

Sr.No	Name of Item	Brand	Size	Quantity	GST %	Price (GST I/c)
1	Curtain Rod	SS	1inch/12feet	50		
2	Curtain Clump	SS		100		
3	Curtain Road Final	SS		100		
4	Plastic Wall Giti	Plastic	35mm	25pck		
5	Screw Star	SS	35-8	10 pck		
6	Screw normal	SS	35-8	40 pck		
7	Screw jipsam	Black	35-8	30pck		
8	Screw jipsam	Black	20-5	30pck		
9	Screw	SS	20-5	10pck		
10	Screw jipsam	Black	50-10	20pck		

11	Nails		3inch/14no	10kg		
12	Nails		2inch/14no	10kg		
13	Nails		1.5inch/14no	5kg		
14	Nails		1Inch/17no	3kg		
15	Nails		1.5inch/16no	3kg		
16	Nails Black		3/4 Inch	2kg		
17	Ply	Century	9mm/6*3	10 pic		
18	Plyboard	Century	19mm/8*4	10 pic		
19	Teak ply	Natural	6mm/8*4	5pic		
20	Door Handle	SS	6inch	50 pic		
21	Window Handle	SS	5inch	50 pic		
22	I Hook	SS		100 pic		
23	A.C.P. Sheet	SS	8*4Feet	25 pic		
24	Cupboard handle	SS	10inch	50pic		
25	Cupboard handle Screw	SS	1 Inch	150pic		
26	Door Stopper	SS		150 pic		
27	Door Closer	Godraj		10 pic		
28	Sliding drop bolt	SS	10 inch	10 pic		
29	Handle Lock	Godraj		10 pic		
30	Magnate Kacher	SS		100 pic		
31	Tower bolt	SS	100inch	50 pic		
32	Tower bolt	SS	4 inch	50 pic		
33	Kunda Chhapka	SS	4 inch	25 pic		
34	Aldrop	Aluminium	12 inch	10 pic		
35	Fevical	SH		20kg		
36	Fevical	Hitex		5kg		
37	Masking Tape			2pic		
38	Wall to Wall	SS	1inch	100 pic		
39	wall Cloth Hanger	Aluminium	6pin	150pic		
40	Nets (Jali)	Diamond	4feet*20feet	1 Pic		
41	Aldrop	Aluminium	10inch	10pic		
42	Aldrop Bolt	SS	2inch	100 pic		
43	Alumium Aldrop Selfscrew	SS	1inch	500pic		
44	HP Nut	SS	2inch	100pic		
45	HP Nut	SS	3inch	100pic		
46	Aluminium Dead Lock	Godraj		50 pic		

47	Wood Panel	Shisham	35mm/100mm/8feet	30pic		
48	Wood Panel	Teakwood	35mm/75mm/10feet	30pic		
49	Wood Panel	Pinewood	2*2inch	50pic		
50	L pati	SS	4inch	30pic		
51	Highlight Scrow (Aluminium Work)	SS	1 Inch	500pic		
52	Sand Paper Regmar		60no	1pck		
53	Grinder Ped			10pic		
54	Hings	SS	4inch	30pic		
55	Hings	SS	6inch	30pic		
56	Wood Corner	Pinewood	1inch	200 feet		
57	Wood Corner	Teakwood	12mm	200 feet		
58	Aluminium Handle	Aluminium	5inch	50 pic		
59	Cloth Wire	Plasticmix wire	30meter	10 Roll		
60	Door Guard		36inch	150 pic		
61	Channel Softclose	Halfway	14inch	10 pair		
62	Z section EPDM Rubber Gasket		5mm	20kg		
63	EPDM Rubber Gasket		5mm	20kg		
64	Beading	Aluminium	19mm	100 meter		
65	Angle	Aluminium	40*40*3	30 meter		
66	U	Aluminium	12mm	50feet		
67	Prelaminated Board		8*4*12	5Sheet		
68	Cement Sheet		6*4*6mm	5 Pic		
69	Wood Cutter Machine	Gks 235 turbo Professional	8inch	1		
70	wood Cutter Blade	Extra Power	5inch	20pic		
71	wood Cutter Blade	Extra Power	8INCH	10PIC		
72	Cheasle	Anant	12mm	1 pic		
73	Grinder Machine	Eastman		1pic		

74	Electric Planner	GHO 26-82D		1Pic		
75	Cutter Blade	Iron	4inch	20pic		
76	Safety Belt			1Pic		
77	Helmet			1pic		
78	Router Machine	Indico	12mm	1pic		
79	Trimmer Machine	Bosch		1pic		
80	Trimmer machines Bits			1 box		
81	Router Machine Bits			1 box		

Note:

1. Above rates should be inclusive of taxes/of Transportation/loading/unloading/Insurance etc.
2. Mentioned the standard replacement 1/2/3/5/10 year warranty /guarantee in front of materials.

**(Signature of Authorised Person)**

**(Name)**

**(Designation)**

**Name of Firm/Company/Agency**

**Contact Details**

**(on the official letter head of the firm)**

Ref: \_\_\_\_\_

**Declaration by the Bidder**

I/We hereby declare that all the terms and conditions of the tender document as/have been read by me/us and I/we accept all the terms and conditions mentioned in the tender document and shall comply with them strictly.

Further I/We here by declare the following:

1. I/We never been blacklisted by any institution/department due to any reason.
2. I/We are ready to get our capabilities inspected by the Officer/Committee of the University ,to judge the level of competency for undertaking the work.

If our bid is accepted,we undertake to:

1. No too bjectour disqualification on the basis of above declaration, if found wrong and misrepresented at any point of time during contract.
2. The workers deployed shall comply all the statutory requirements.

Place:

Bidders signature

Official Seal

Date:



## SUPPLY OF CARPENTARY ITMES ON RATE CONTRACT BASIS

### SPECIMEN AGREEMENT

To be executed at the time of entering into agreement before placing order. Each page of this form shall be signed by the tenderer for acknowledging that he/she has seen the terms and conditions of the agreement.

#### Agreement

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The agreement is made on this \_\_\_\_\_ day of \_\_\_\_\_ 2022 between M/s. \_\_\_\_\_ herein referred to as the contractor carrying on business under the name and style of M/s. \_\_\_\_\_ of the one part and **The Registrar, Himachal Pradesh National Law University, Shimla, Ghandal**), herein after referred to as the other part whereas the said contractor has agreed with the **HPNLU, Shimla**, for supply of required Items in conformity with the requirements & specifications and matching the samples in terms of quality, size, shape, colour etc.

Now this indenture witnesseth that in consideration of the promise, it is mutually agreed and declared between parties hereto as follows.

1. The contractor agrees to undertake to supply **Furniture/Carpenter items** as per the requirement as agreed to in their bid letter no. -----dated ----- at the rates quoted by him/them. The rates are inclusive of all the levies taxes like gst and other charges. It should be FOR Destination .

2. The supply of **Furniture/Carpenter items** which are not in conformity with the requirements/ specifications are liable to be rejected.

3. This contract shall be effective from-----to ----- . The Tender is valid for a period of above period mentioned above from the date of signing of/ opening of the tender. The contract may be extended with the same terms and conditions and rates for three more months with the consent of both the parties. The contractor shall execute the Purchase Orders (POs) placed by the concerned Officer with great promptness and satisfaction to the department. The contractor shall agree that the penalty @ one percent (1%) of the P.Os shall be imposed for each week of delay in delivery with reference to the delivery period given if he fails to deliver the same within the specified period mentioned in purchase order to maximum extent of 5% and penalty of 20% of P.Os shall be imposed for any sub-standard (inferior quality) / incomplete supply along with cancellation of work order.

4. The security deposit paid by the contractor for due and faithful performance of the contract by the contractor of all and several covenants herein contained of his part to be observed with full power. **Registrar , Himachal Pradesh National Law University, Shimla** will be entitled to appropriate the said sum to any damage, penalties and other sums which the contractor may be required to pay in case the contractor fails to perform /fulfill or to keep and observe all

or any of the said conditions of the agreement on his part herein after contained.

5. The security deposit shall be released after six months after successful completion of the work at the end of the contract period including the extended period, if any.

6 That all disputes , differences and questions arising out of or in any way touching or concerning this agreement or subject matter thereof or the representative rights , duties or liability of the parties shall be referred to the sole arbitration of the registrar, himachal Pradesh national law university or any person nominated by him. The arbitration shall be in accordance with the Arbitration and Conciliation Act, 1996. The arbitrator shall be entitled to extend the time of arbitration proceedings with consent of the parties. No part of the agreement shall be suspended on the ground of pending arbitration proceedings.

7. The Security Deposit is liable to be forfeited to the Registrar, Himachal Pradesh National Law University without any prejudice to any other rights and remedies of Registrar, Himachal Pradesh National Law University in case the contractor fails to undertake the contract work, as per the work orders and as per the terms and conditions given in tender schedule during the currency of the contract including the extended period if any.

8. That the tender schedule, instructions to the bidders and terms and conditions, etc shall also form part of the agreement.

That the contractor acknowledges that he has fully acquainted himself with all the terms and conditions and he shall not plead ignorance of the same.

In witness whereof, the contractor has set his hand and the **Registrar, Himachal Pradesh National Law University** has caused for and on his behalf to set his hand, the day and the year first written above.

Signature of the authorized official of the  
Company/Firm

Signature:

Name :

Address :

Signature of the authorized official of  
the HPNLU

Signature:

Name :

Address :

### **WITNESSES**

1.

1.

