



**HIMACHAL PRADESH NATIONAL LAW UNIVERSITY, SHIMLA  
16 MILE, SHIMLA-MANDI NATIONAL HIGHWAY, GHANDAL  
DISTRICT SHIMLA, HIMACHAL PRADESH-171014**

Ph. 0177-2779802, 0177-2779803, Fax: 0177-2779802

Website: <http://hpnlu.ac.in>

**NOTICE INVITING QUOTATIONS**

This notice invites quotations for selection of vendors for supply of Sanitary items enclosed at Annexure- 1 to the Himachal Pradesh National law University, Shimla for the Financial Year 2021-22 from 20/09/2021 to 30/09/2021. The same will be received at the office of the Registrar, HPNLU during office hours up to 05:00 pm on or before 30/09/2021. Quotation opening date and time will be notified in the University website [www. Hpnlu.ac.in](http://www.hpnlu.ac.in). The Quotationer/Tenderer or their authorized agents may remain present at the time of opening of the quotations. Tenderer are advised to view the website regularly for update.

**List of items is enclosed at Annexure- 1 (Sanitary Items )**

**Terms and Conditions: -**

1. The rates should be quoted as shown against the items/ articles and should be inclusive GST/Taxes applicable at any point of time.
2. The sealed envelope should bear the following 'superscription' on the top:  
"The Registrar, Himachal Pradesh National Law University, Shimla.
3. The Quotation/Tenderer would have to deposit the Tender Fee of Rs. 1000 and Earnest money of Rs. 10000/- in the form of Demand Draft in favour of Registrar, Himachal Pradesh National Law University, The EMD will be released after finalization of bid selection process. However, EMD in respect of the successful bidder will be retained as Security Deposit till completion of contract period.
4. The Quotationer/Tenderer to whom work would be allotted will have to execute a bond/undertaking as per University rules.
5. The undersigned reserves the right to accept or reject any tender without assigning any reason thereof.
6. Any deviation of terms and condition shall invite cancellation of Quotation. Tender/Bills etc. and forfeiture of security deposit.
7. Each firm must have GST registration, Trade License, Income Tax Clearance certificate, Pan Card. A copy of the same must be submitted along with the Quotation/Tender.
8. Bills must be submitted along with necessary work order and a copy of challan etc. within seven days from the date of delivery of goods for payment, otherwise no payment shall be made.
9. The work may be allotted to one or many suppliers depending upon the urgency of the work, time factor, quality of works and past record of the firms in doing delivery works within due time.

10. In case there is no approved rate of any item, the supplier has to supply the same at reasonable price but not more than the Maximum Retail Price/Market Price, whichever is less.
11. In case lowest rate is quoted by one firm for same item and by other firm for other items then the firms will have to assure their willingness/submit consent letter to supply any or all of the materials as above, as per approved rates of the undersigned. If the lowest quoted rate is higher than the MRP/ Market Price, then payment will be made as per the MRP/ Market Price.
12. Any firm/ supplier indulging in any malpractice or adopting any unfair means will be barred working the University.
13. The Contract will be cancelled at any time, if the quality of supplied materials is not as per standard or the order is not supplied on time, and the security deposit will be forfeited.
14. Past record of the firms/suppliers/contractors will be duly considered while awarding the work.
15. Selection criteria may include any other condition deemed to be just, fit and proper at that point of time.
16. Quantity can be Increased or decreased as per requirement.

## APPLICATION TO BID FOR SUPPLY OF SANITARY ITEMS

Name of the Firm \_\_\_\_\_

The Registrar  
HPNLU, Shimla

Dear Sir,

I/We have read and understood the instructions and the terms and conditions contained in the Expression of Interest and hereby declare that the information furnished in the application and in the supplementary sheets from pages \_\_\_\_ to \_\_\_\_ are correct to the best of my/our knowledge and belief. The undersigned is fully authorized to sign and submit this application form on behalf of the organization, he / she represents.

Signature \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Address \_\_\_\_\_

Place \_\_\_\_\_

Date \_\_\_\_\_

Seal of the Agency.

### **Details of Refundable Earnest Money**

**Deposit Amount: - Rs. 1,000/-**

D.D. No: - \_\_\_\_\_

Date: - \_\_\_\_\_

Bank: - \_\_\_\_\_

Branch: - \_\_\_\_\_

In Favour of: - **Registrar, HPNLU, Shimla**

## Annexure-1

<b>Details of tentative one year Consumption of Sanitary</b>					
<b>Sr. No.</b>	<b>ITEM NAME</b>	<b>QTY</b>		<b>Rate</b>	<b>Amount</b>
1	Harpic Bottle (500 ml)	100	Bottles		
2	Harpic in Ltrs (5 Ltr)	50	Ltr		
3	Phenyle Gainda black (500 ml)	100	Bottles		
4	Phenyle Black (5 Ltr)	50	Ltr		
5	Broom Soft	100	Nos.		
6	Broom Hard	50	Nos.		
7	Dusting Broom	10	Nos.		
8	Dustpan (big)	20	Nos.		
9	Colin (500 ml)	50	Bottles		
10	Colin (5Ltrs)	50	Ltr		
11	Lizol (500ml)	50	Bottles		
12	Floor Duster (36/36")	200	Nos.		
13	Hand Wash (5Ltrs)	50	Ltr		
14	Hand Wash (200ml)	50	Bottles		
15	Hand Wash Pouch (500ml)	50	Pouches		
16	Hand Soap - (12gm)	10	Nos.		
17	Table Duster/ Dusting Towel (16/16")	500	Nos.		
	Computer Duster Soft (16/16")	50	Nos.		
18	Floor Wiper (4 ft rod length, 45 cm)	200	Nos.		
19	Wiper (Small Glass Wiper)	10	Nos.		
20	Toilet Brush (Rectangular)	50	Nos.		
21	Garbage bag Small (10-30 ltr dustbin)	100	Nos.		
22	Garbage bag Large (60ltr dustbin)	100	Nos.		
23	Room Freshner (200- 250ml)	10	Pcs		
24	Odonil	20	pkt		
25	Aer Pokets	20	pkt		
26	Good Night Machines	20	Nos.		
27	Vim Bar Liquid (155 ml)	100	Pouches		
28	Gloves - Surgical	500	pair		
29	Bathroom cleaning Glove (7-10 no.)	30	Prs		
30	Sodium Hypochlorite (5 Ltr)	50	ltr		
31	Tissue Paper superior	50	pkt		
32	Tissue Paper ordinary	50	Pkt		
33	Detergent powder small (pack 10-20g)	20	Pouches		
34	Sanitizer - (30-60 ML)	100	Bottles		
35	Sanitizer - 100 ML Bottle	50	Bottles		
36	Sanitizer - 500 ML Bottle	50	Bottles		
37	Sanitizer (5LTR)	200	Ltr		
38	Mask (Surgical)	1000	Nos.		
39	Mask N95 (Original)	20	Nos.		
40	Cotton Mask	1000	Nos.		
41	Phenol Tikki	10	Pkt		
42	Harpic Tikki/Goli	10	Nos.		
43	Phenyle Gollie	10	pkt		
44	Tile Cleaner (Acid) (1 ltr)	20	Bottle		
45	Scrubber Soft	20	Nos.		
46	Steelwool	20	Nos.		
47	Disposal Dinner Plates (Big)	1000	Nos.		
48	Disposal Spoon	1000	Nos.		
49	Disposal Tea Glass	1000	Nos.		
50	Disposal water Glass	1000	Nos.		
51	Disposal Namkeen Plates (small)	1000	Nos.		
52	Disposal Bowels(donne)	1000	Nos.		
53	Detol (60ml)	10	Nos.		
54	Scanner	5	Nos.		

55	Oximeter	5	Nos.		
56	Mug	20	Nos.		
57	Jug	20	Nos.		
58	Hand Towels	20	Nos.		
59	Towels Large size (white & Mehroon Color)	20	Nos.		
60	Bucket (15 ltr)	10	Nos.		
61	Dustbin Push (8 ltr)	50	Nos.		
62	Dustbin Open (8 Ltr)	50	Nos.		
63	Dustbin Open (5 Ltr)		Nos.		
64	Dustbin big 60 ltr	10	Nos.		
65	Lock 30mm	20	Nos.		
66	Lock 40mm	50	Nos.		
67	Lock 45mm	50	Nos.		
68	Lock 70mm	30	Nos.		
69	Lock Big for strongroom (150mm)	5	Nos.		
70	Lock for hostels with master key	100	Nos.		
71	Flower Pot Gamla Full Size	50	Nos.		
72	Flower Pot Gamla Medium Size	50	Nos.		
73	Flower Pot Plate Full Size	50	Nos.		
74	Flower Pot Plate Medium Size	50	Nos.		
75	Sanitizer Dispenser (Auto) (10 ltr)	10	Nos.		
76	Table Turner wet wipes	20	Pkt		
77	Table Duster (Towel) water absorber Glass Cleaning 30 x 40 cm	50	Pkt		

**Sd/-**  
**Registrar**  
**HPNLU, Shimla**