



NATIONAL LAW INSTITUTE UNIVERSITY

Kerwa Dam Road, Bhopal-462044

Phone: (0755)- 2696777(O)

Fax: (0755)- 2696965 (O)

E-mail: info@nliu.com

Website: www.nliu.ac.in

Ref. No. 712 / NLIUB

Dated: 21-03-2025

Notice Inviting Quotations

Sealed quotations are invited by Registrar on Behalf of University from reputed Licensed Firms/Contractors/Agencies experienced in similar nature of work "Supply of Stationery items at NLIU", Bhopal. **The Agency has to enclose its self-attested copies of PAN Card and GST Number along with the sealed envelope, if applicable.** The quotations with specific rates for the undermentioned item will be received up to 12.00 noon on 24.03.2025 and will be opened on the same day at 3.30 PM. The taxes, if any are to be clearly mentioned in the sealed quotation. The agency shall download the prescribed format our website: www.nliu.ac.in/tender.

The quotation should be addressed to the REGISTRAR, NATIONAL LAW INSTITUTE UNIVERSITY, NEAR KERWA DAM ROAD, BHOPAL-462044, superscribing the envelope with "Supply of Stationery items at NLIU, Bhopal."

Terms and Conditions:

1. The supplier may be asked to submit a sample of the product(s), which will be evaluated by a technical evaluation committee. The expenditure incurred for demonstrating the items will be borne by the supplier.
2. The work should be completed within 10 (ten) days from the date of work order.



3. **Liquidated Damage:** - If the contractor fails to complete work within specified period, then a penalty at the rate of 1.0 % per week of the total Work Order value shall be levied subject to maximum of 10% of the total work order value.
4. **Payment Terms:** Payment will be made only after satisfactorily delivery, commissioning and inspection of material by the NLIU, Bhopal. The payment will be made based on the actual measurement after satisfactory completion of the work and taxes will be deducted as per Govt rules.
5. **Disputes:** -In the event of any dispute or disagreement arising between the bidder and NLIU, Bhopal with regards to the interpretation of "Terms & Conditions" of this inquiry, the same shall be referred to the Vice-Chancellor, NLIU Bhopal whose decision will be final and binding upon the Supplier.
6. NLIU, Bhopal reserves the right to reject any quotation or part or the whole of inviting quotation process without assigning any reason. Decision of the NLIU, Bhopal will be final in this regard.
7. It will be the responsibility of the vendor for the safety towards work and the cost towards transportation, packing, loading, unloading etc. will also be borne by the vendor himself.
8. **GSTIN of NLIU, Bhopal- 23AAAJN0534C1ZV.**



for 
Registrar
21/3/25

FINANCIAL BIDS

SCHEDULE OF QUANTITY

Name of the work: Supply of Stationery items at NLIU, Bhopal.

Name of the Agency/Firm:

Sr. No	Description of the items	Quantity	Unit	Unit Rate, In Rupees	Amount without GST, In Rupees
1.	Jute Bag for Judges (Leather Folder with Printing, Notepad Spiral with Printing, ADD- Gel Pens)	50	Nos.		
2.	Plastic Folder with Printing	150	Nos.		
3.	Notepad with Printing	150	Nos.		
4.	Cello Ball Pen	150	Nos.		
	Total Amount Without GST, In Rupees				
	GST if any@				
	Total Amount with GST, In Rupees				

- Note:** 1. Quoted rate should be inclusive of all applicable taxes.
2. All Statutory deduction will be made as per prevailing rates.

Date:
Place

Signature:
Name:
Designation:
Firm seal: