



NATIONAL LAW INSTITUTE UNIVERSITY

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Ref. No. **739** / NLIUB

Date: **31/3/26**

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 "Mementos". **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 under mentioned item will be received up to **12.00 pm on 04.04.2026** 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 Mementos" 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 increase or decrease quantity and / or amount of works. Decision of Quantity of work in the NLIU, Bhopal will be final in this regard.
7. 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.
8. 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.
9. GSTIN of NLIU, Bhopal- 23AAAJN0534C1ZV.



Registrar

FINANCIAL BIDS SCHEDULE OF QUANTITY

Name of the work: - Supply of Mementos at NLIU, Bhopal

Name of the Agency/Firm:

Sl. No.	Description of the Items	Quantity	Unit Rate, In Rupees	Amount without GST, In Rupees	Amount inclusive GST, In Rupees
1.	Designer Metal & Wood Mementos (Size 12 inch) A triangular trophy featuring a combination of polished wooden base and laser-cut metallic sheet with decorative patterns.	17 Nos.			
2.	Metal Finish Arch Mementos (Engraved Plate) (Size 12 inch) An arch-shaped trophy with a glossy black frame and brushed gold metal plate, laser-engraved with event details. Mounted on a base.	10 Nos.			
3.	Wooden Plaque with Metal Plate Insert (Size 8 x 10 inch) A rectangular wooden plaque with curved edges, incorporating a central printed/engraved plate and vertical metallic branding strip.	105 Nos.			
4.	Metallic Appreciation Plaque (Framed) (Size 8 x 10 inch) A square/rectangular framed plaque featuring a brushed metal sheet with precision engraving, bordered with decorative elements.	50 Nos.			
Total:					

Date:

Place:



Signature:

Name:

Designation:

Firm seal: