



OFFICE OF THE REGISTRAR :: DIBRUGARH UNIVERSITY :: DIBRUGARH

No. DU/NIQ-2023/AMC/Water Purifier/173

Date: 29.03.2023

Notice Inviting Quotation

Sealed quotations are invited from authorized dealer/reputed service providers of Eurekaforbes/Aquaguard/Volatas or its equivalent brands having office established at Dibrugarh or nearby district for providing services of Annual Maintenance Contract (AMC), of Water Purifier and Coolers at various locations of Dibrugarh University in accordance with the specifications and quantity provided at the Annexure –I. The quotation will be received by the undersigned on or before 10.04.2023 upto 4:00 P.M.

Terms and Conditions:

1. No separate tender paper will be issued from the Office. Quotation should be submitted on the Supplier's Letter Pad accompanied with all relevant supporting documents as per list as in Annexure – II.
2. The bidder must have atleast 01 (one) year experience in the field of AMC for similar requirements.
3. The University reserves its right to accept or reject any or all the quotations without assigning any reason thereof.
4. The bidder must enter into a contract with the University at the time of placing the formal order.
5. The requirements of service for numbers of units may be varied at the time of placing the formal order.
6. 40% payment shall be made after execution of contract and remaining 60% after successful completion of the job and submission of relevant service satisfaction certificate.
7. The quotations are to be addressed to **"The Registrar, Dibrugarh University, Dibrugarh - 786004"**. The sealed envelopes must be super scribed with the NIQ No., description of items for which service is to be provided, corresponding to the NIQ.
8. The bidder must clearly indicate the cost of service of equipment on the basis of parameters such as make, capacity, etc.
9. The bidder must clearly indicate information, in terms of Duties & Taxes. Details of GST registration, PAN etc. on the respective bid documents.
10. The University shall retain 10% (if required) of the total bill value as security deposit for 1 year.
11. Prices charged by the service provider for service performed under the contract shall not vary from the prices quoted by the service provider in the bid.
12. The bidder must submit one demand draft amounting Rs. 1,000/- (non refundable) + 18% GST in favour of **Registrar, Dibrugarh University, Dibrugarh** payable at Dibrugarh University.
13. All disputes are subject to **"Dibrugarh Jurisdiction"** only.
14. The University shall not be responsible for any postal delay /loss in transit etc.

Sd/-
Registrar i/c
Dibrugarh University

Copy to:

1. The Deputy Registrar (F&A) i/c, D.U. for information.
2. The Programmer, with a request to upload the NIQ in the Dibrugarh University Website.
3. Office File.

Sd/-
Registrar i/c
Dibrugarh University



Annexure – I

**Schedule of service and maintenance cost of Water Purifier under AMC
per annum**

Sl No.	Model	Unit
1	Aquaguard	46
2	Aquasure	8
3	Elion Exchange	1
4	Kent Elite	1
5	Kent Maxx	42
6	Kent Perl	3
7	Kent Pride	3
8	Kent Ace	1
9	Kent Grand	4
10	Kent Grand Plus	1
11	Kent Maxx	67
12	Voltas Cooler	42
Subtotal		219

Sd/-
Registrar i/c
Dibrugarh University

ANNEXURE – II

CHECKLIST

(For documents to be mandatorily submitted)

Notice Inviting Quotation

NIQ for providing services of Annual Maintenance Contract (AMC), of Water Purifier and Coolers at various locations of Dibrugarh University.

Sl No.	Particulars	Details
1.	Name of the Company / Firm/ Service Provider	
2.	Address of the Company / Firm/ Service Provider	
3.	Name of the proposed technician with contact details	
4.	Details of GST & PAN	
5.	Experience Certificate	