



श्री माता वैष्णो देवी विश्वविद्यालय

Shri Mata Vaishno Devi University

Sub Post Office, Katra -182320, J&K

Ph: 01991-285521, 096228-85588, Fax: 01991- 285687

Email: purchase@smvdu.ac.in

NIQ No: SMVDU/AA/ 2024-25/050

Date: 18th April, 2024

Notice Inviting Quotation

Sub:- Supply of Mobile Phones at SMVDU by authorized sellers of the Company only.

Quotations in sealed cover are invited on behalf of Registrar SMVDU on behalf of Dean Academic Affairs for supply of Mobile Phones for Academic Affairs wing at SMVDU; having a valid GST Number and PAN Number; and for supplying rates for providing the original sealed items of the Company;

Sr.No.	Description of the item	Qty
1.	Redmi 13C 5G Mobile phone with 4 GB RAM, 128GB Storage	04

The sealed rate quotations should reach the Central Dispatch Section SMVDU latest by **Monday, 22nd April 2024, by 11:00 A.M.** Only authorized sellers of the Company should submit their sealed quotations. Any quotation received after the due date and time shall be summarily rejected. The sealed bids shall be opened on the same working day at 12 noon in the presence of authorized representatives, should they wish to attend the same.

Terms & Conditions

1. Rates should be written in figures as well as words. Delivery duration, GST rates, Delivery charges, or any other rates/charges, as applicable, and discount if any, should be clearly mentioned in the **Schedule of Quantities [Format enclosed at Annexure 'A']**.
2. The last date for receipt of sealed quotations in the Central Dispatch Section SMVDU is latest by **Monday, 22nd April 2024, by 11:00 A.M.**
3. The quotation / **Schedule of Quantities** should be on the letter head of the Company with reference no. and date on it, duly signed and stamped. **All quotations must carry authorized seller certificate issued by the OEM.**
4. The quotations should be submitted in sealed cover, addressed to the Head of School/Section, super-scribing the NIQ issue number & date and due date & time failing which the quotation is liable to be rejected.
5. Delivery of material /equipment / stores mentioned in this quotation will be supplied by the supplier at SMVDU Stores at Kakryal, Katra-182320 (J&K).
6. Rate offered must be for metric system of unit lengths or volume or weight.

7. Documents in support of valid GST and PAN Number also need to be enclosed with the quotation.
8. SMVDU reserves the right to increase the quantity mentioned in this NIQ or to split this quotation and place order on one or more suppliers/ bidders; as well as, the right to reject partly or completely, the quotations without assigning any reasons thereof.
9. The payment will be released after the receipt of all and complete material/equipment with complete accessories in good working condition and its inspection by a duly constituted Inspection Committee.
10. Quotation received after DUE DATE & TIME will not be considered. SMVDU shall not be responsible for delays in postal transit.
11. All taxes / duties should be clearly mentioned in the Quotation.

The NIQ shall be available on the University Website: www.smvdu.ac.in For any query contact Dean[AA] at the following email id: adean.academics@smvdu.ac.in

Signatures:.....

 Registrar, SMVDU

Date: 18th April, 2024

[To be provided on Firm/Company Letter Head]

Schedule of Quantities

Name of the Product: Mobile Phone

Ref: NIQ Number : Date:

Sr. No.	Details of the Item	Qty	Rate per item	Amount in Rs.	GST rate	GST Amount in Rs.	Total Amount inclusive of GST in Rs.
1							
2							
3							
4							
	Less: Discount if any						
	Add: Delivery Charges if any						
	Net Amount to be paid in Rs.						
	Deliver Period						

Additional Terms and Conditions [if any]:

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Bank details for RTGS Transfer

Name of the Account:

Account No.:

Account Type:

Bank Name:

Branch name and Address:

IFSC Code:

Signature & Stamp of the Supplier